

**CITY OF LAKE WORTH**  
**CITY COUNCIL MEETING AGENDA**  
**3805 ADAM GRUBB**  
**LAKE WORTH, TEXAS 76135**  
**TUESDAY, SEPTEMBER 11, 2018**

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**REGULAR MEETING: 6:30 P.M.**

Held in the City Council Chambers

**A. CALL TO ORDER**

**A.1 INVOCATION AND PLEDGE OF ALLEGIANCE**

**A.2 ROLL CALL**

**A.3 SPECIAL PRESENTATION (S) AND RECOGNITION(S):**

No items for this category.

**A.4 CITIZENS PRESENTATION / VISITOR COMMENTS**

The City Council is always pleased to have citizens attend its meetings and welcomes comments during the Citizen/Visitor Comments section of the meeting; however, pursuant to the Texas Open Meetings Act, Council cannot deliberate or vote on issues not posted on the agenda. Therefore, those types of items must be posted 72 hours prior to the City Council meeting. If it is not posted, no deliberation between Council members may occur; Council may only respond with specific factual information or recite existing policy. With the exception of public hearing items, at all other times during the Council meetings, the audience is not permitted to enter into discussion or debate on matters being considered by Council. Negative or disparaging remarks about City personnel will not be tolerated. Speakers are requested to sign up with the City Secretary prior to the presiding officer calling the meeting to order. Comments will be limited to three (3) minutes per speaker.

**A.5 REMOVAL OF ITEM(S) FROM CONSENT AGENDA**

**B. CONSIDER APPROVAL OF CONSENT AGENDA ITEMS**

B.1 [Approve minutes of the August 14, 2018 City Council meeting.](#)

B.2 [Approve Finance Reports for the month of August 2018.](#)

B.3 [Approve the 2018-2019 City of Lake Worth Official Calendar.](#)

- B.4 [Approve the 2018-2019 Employee Compensation Plan.](#)
- B.5 [Approve Ordinance No. 1120, authorizing Texas Municipal Retirement System \(TMRS\) updated service credits, increases in retirement annuities and an increase in the employee deposit rate for employees from 6% to 7%, maintaining the City's matching rate at 2:1 with an effective date of January 1, 2019](#)
- B.6 [Approval of the 2018-2019 City of Lake Worth Organizational Chart.](#)
- B.7 [Approve Resolution No. 2018-27, designating the Fort Worth Star Telegram as the official newspaper of the City of Lake Worth.](#)
- B.8 [Approve a contract renewal with Fort Worth Star Telegram for newspaper publication services for FY 2018-2019.](#)
- B.9 [Approve Resolution No. 2018-28, revising job descriptions for the Accounts Payable Clerk, Assistant City Manager/Director of Finance, Detective, Division Chief/Fire Marshal, Driver/Engineer, Fire Captain, Help Desk Technician, Human Resources Coordinator, IT Manager, Patrol Lieutenant, Patrol Officer, Patrol Sergeant, Police Captain, Professional Standards Officer, Purchasing Coordinator/Risk Manager, Staff Accountant, Superintendent-Streets/Maintenance, Superintendent Water/Sewer/Parks, Telecommunications Supervisor, and Telecommunicator.](#)
- B.10 [Approve an interlocal agreement with Lake Worth Independent School District for the School Resource Program and authorize the City Manager to execute the agreement.](#)
- B.11 [Approval of fuel purchases for FY2018/2019 in an amount not to exceed \\$100,000.](#)
- B.12 [Approve a Master Intergovernmental Cooperative Purchasing Agreement with TIPS \(The Interlocal Purchasing Cooperative of the Region VIII Education Service Center and authorize the City Manager to execute same.](#)
- B.13 [Approve a contract renewal with Tarrant County Fire Alarm Center \(TCFAC\) for Lake Worth Fire Department dispatch services from October 1, 2018 through September 30, 2019 and authorize the City Manager to execute same.](#)
- B.14 [Approve the renewal of an agreement for Emergency Medical and Fire Protection Services, Fire Inspections and Plan review, Fire Code Enforcement and Fire Investigation Services with the Town of Lakeside and authorize the City Manager to execute the contract.](#)
- B.15 [Approve Resolution No. 2018-29, approving a settlement between the Atmos Steering Committee \(ACSC\) and Atmos Energy Corp. Mid Tex Division regarding the company's 2018 Rate Review Mechanism filings.](#)

**C. PUBLIC HEARINGS**

- C.1 [Public Hearing to consider Ordinance No. 1121, Planning & Zoning Case No. PZ-2018-13, amending Ordinance No. 500, the Comprehensive Zoning Ordinance of the City of Lake Worth, so as to consider a land use designation and development and site plan approval of an approximately 1.032-acre parcel of land, legally known as Block 1, Lot 1, Sturgeon Addition – Lake Worth and generally described as 4300 Boat Club Road, Lake Worth, Texas. \(THE PLANNING & ZONING COMMISSION RECOMMENDED APPROVAL BY A VOTE OF 6-0.\)](#)
- C.2 [Public Hearing to consider Planning & Zoning Case No. PZ-2018-14, a proposed replat being all of a 0.445-acre parcel of land known as Block 5, Lot A, Broadview West Addition of the records of Tarrant County, Texas. The proposed replat's new legal description will be Block 5, Lot\(s\) AR1 and AR2, Broadview West Addition, which is generally described as 3309 Roberts Cut Off Road \(Lot AR1\) and 3307 Roberts Cut Off Road \(Lot AR2\), Lake Worth, Texas. \(THE PLANNING & ZONING COMMISSION RECOMMENDED APPROVAL BY A VOTE OF 6-0.\)](#)
- C.3 [Public Hearing to consider Ordinance No. 1122, Planning & Zoning Case No. PZ-2018-15, amending Ordinance No. 926, so as to consider a site plan amendment of an approximate 109.07-acre parcel of land, legally known as Block 1, Lot 1R, Ritchie Brothers Addition and generally described as 6050 Azle Avenue, Lake Worth, Texas. THE PLANNING & ZONING COMMISSION RECOMMENDED APPROVAL BY A VOTE OF 6-0.\)](#)
- C.4 [Public Hearing to consider Ordinance No. 1123, Planning & Zoning Case No. PZ-2018-16, amending Ordinance No. 1037, so as to consider a site plan amendment of an approximate 0.642-acre parcel of land, legally known as Block 1, Lot 4R, Broadview West Addition and generally described as 6018 Graham Street, Lake Worth, Texas. \(THE PLANNING & ZONING COMMISSION RECOMMENDED APPROVAL BY A VOTE OF 6-0.\)](#)

**D. PLANNING AND DEVELOPMENT**

No items for this category.

**E. PUBLIC WORKS**

No items for this category.

**F. GENERAL ITEMS**

- F.1 [Discuss and consider Ordinance No. 1124, approving and adopting the budget for fiscal year beginning October 1, 2018, and ending September 30, 2019.](#)

- F.2 [Discuss and consider Ordinance No. 1125, fixing and levying municipal ad valorem taxes for the fiscal year beginning October 1, 2018, and ending September 30, 2019, and for each year thereafter until otherwise provided, at the rate of \\$0.434806 per \\$100 assessed valuation on all taxable property within the corporate limits of the City of Lake Worth as of January 1, 2018; and adopting the 2018 tax rolls.](#)
- F.3 [Discuss and consider Ordinance No. 1127, approving a water and sewer rate increase.](#)
- F.4 [Discuss and consider Ordinance No. 1126, amending the FY 2017/2018 budget for Water/Sewer Fund.](#)
- F.5 [Discuss and consider Resolution No. 2018-30, establishing a fund balance commitment for various capital projects in the General and Water/Sewer Funds.](#)

**G. MAYOR AND COUNCIL ITEM(S)**

- G.1 Update on Tarrant County Mayor's Council by Mayor Bowen

**H. EXECUTIVE SESSION**

The City Council may enter into closed Executive Session as authorized by Chapter 551, Texas Government Code. Executive Session may be held at the end of the Regular Session or at any time during the meeting that a need arises for the City Council to seek advice from the city attorney (551.071) as to the posted subject matter of this City Council meeting.

The City Council may confer privately with its attorney to seek legal advice on any matter listed on the agenda or on any matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551, Texas Government Code.

**I. EXECUTIVE SESSION ITEMS – CITY COUNCIL MAY TAKE ACTION ON ANY ITEMS DISCUSSED IN EXECUTIVE SESSION LISTED ON THE AGENDA.**

**J. ADJOURNMENT**

*All items on the agenda are for discussion and/or action.*



Certification

I do hereby certify that the above notice of the meeting of the Lake Worth City Council was posted on the bulletin board of City Hall, 3805 Adam Grubb, City of Lake Worth Texas in compliance with Chapter 551, Texas Government Code on Friday, September 7, 2018 at 3:00 p.m.

\_\_\_\_\_  
City Secretary

**This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (817) 237-1211 ext. 105 for further information.**

**Lake Worth City Council Meeting – September 11, 2018**

**Agenda Item No. B.1**

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**FROM:** Monica Solko, City Secretary

**ITEM:** Approve the minutes of the August 14, 2018 Regular City Council.

**SUMMARY:**

The minutes are listed on the consent agenda and approved by majority vote of Council at the City Council meetings.

The City Secretary's Office prepares action minutes for each City Council meeting. The minutes for the previous meeting are placed on the consent agenda for review and approval by the City Council, which contributes to a time efficient meeting. Upon approval of the minutes, an electronic copy will be uploaded to the City's website.

**FISCAL IMPACT:**

N/A

**ATTACHMENTS:**

1. August 14, 2018 City Council minutes

**RECOMMENDED MOTION OR ACTION:**

Approve minutes of the August 14, 2018 Regular City Council meeting.

**MINUTES OF THE SPECIAL MEETING AND REGULAR MEETING  
OF THE CITY COUNCIL OF THE CITY OF LAKE WORTH, TEXAS  
HELD IN CITY HALL, COUNCIL CHAMBERS, 3805 ADAM GRUBB  
TUESDAY, AUGUST 14, 2018**

**SPECIAL MEETING: 6:15 PM**

The City Council of the City of Lake Worth, Texas met in a Special Meeting on the 14th day of August at 6:15 p.m. in the City Council Chambers prior to the 6:30 p.m. regular Council meeting.

**A. CALL TO ORDER.**

Mayor Walter Bowen called the Council meeting to order at 6:15 p.m.

**A.1 INVOCATION AND PLEDGE OF ALLEGIANCE.**

Pastor Zac Hatton with Lake Worth Baptist Church gave the invocation. Attendees recited the pledge of allegiance.

**A.2 ROLL CALL.**

Present:	Walter Bowen Clint Narmore Jim Smith Geoffrey White Sue Wenger Ronny Parsley Pat O. Hill Gary Stuard	Mayor Mayor Pro Tem, Place 7 Council, Place 1 Council, Place 2 Council, Place 3 Council, Place 4 Council, Place 5 Council, Place 6
Staff:	Stacey Almond Debbie Whitley Monica Solko	City Manager Assistant City Manager/Finance Director City Secretary
Absent:	Drew Larkin	City Attorney

**B. EXECUTIVE SESSION**

**B.1 PURSUANT TO SECTION 551.074: PERSONNEL MATTERS TO CONDUCT INTERVIEWS WITH CANDIDATES AND TO DELIBERATE THE APPOINTMENT OF CITY BOARD AND COMMISSION MEMBER(S) – PLANNING AND ZONING COMMISSION, PLACE 7.**

Mayor Bowen announced at 6:17 p.m. that the Council would adjourn into Executive Session as authorized by Chapter 551, Texas Government Code, specifically Section 551.074: Personnel matters to conduct interviews with candidates and to deliberate the appointment of city board and commission member(s) – Planning and Zoning Commission, Place 7. Executive Session began at 6:17 p.m. and concluded at 6:24 p.m.

*Mayor Bowen reconvened into open session at 6:24 p.m.*

**C. EXECUTIVE SESSION ITEMS – CITY COUNCIL MAY TAKE ACTION ON ANY ITEMS DISCUSSED IN EXECUTIVE SESSION LISTED ON THE AGENDA.**

No action required as a result of Executive Session.

**D. ADJOURNMENT**

Mayor Walter Bowen adjourned the meeting at 6:24 p.m.

**REGULAR MEETING**

**A. CALL TO ORDER.**

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

**A.1 ROLL CALL.**

Present:	Walter Bowen	Mayor
	Clint Narmore	Mayor Pro Tem, Place 7
	Jim Smith	Council, Place 1
	Geoffrey White	Council, Place 2
	Sue Wenger	Council, Place 3
	Ronny Parsley	Council, Place 4
	Pat O. Hill	Council, Place 5
	Gary Stuard	Council, Place 6
Staff:	Stacey Almond	City Manager
	Debbie Whitley	Assistant City Manager/Finance Director
	Monica Solko	City Secretary
	Mike Christenson	Fire Chief
	Corry Blount	Police Chief
	Sean Densmore	Public Works Director
	Barry Barber	Planning and Development Director

Suzanne Meason  
Misty Christian

Planning and Zoning Coordinator  
City Engineer

Absent:

Drew Larkin

City Attorney

## **A.2 SPECIAL PRESENTATION(S) AND RECOGNITION(S):**

### **A.2.1 WELCOME AND INTRODUCTION – PUBLIC OFFICIAL, PUBLIC EMPLOYEE OR CITIZEN.**

City Manager Stacey Almond and Fire Chief Mike Christenson presented certificates of recognition for the promotions of John Sanders, Fire Department Captain and Pete Cummins, Fire Department Driver Engineer.

### **A.4 CITIZEN PRESENTATION / VISITOR COMMENTS**

There were no requests to speak from the public.

### **A.5 REMOVAL OF CONSENT AGENDA**

No items were removed from the consent agenda.

## **B. CONSIDER APPROVAL OF CONSENT AGENDA ITEMS APPROVED**

**B.1 APPROVE MINUTES OF THE JULY 10, 2018 CITY COUNCIL MEETING AND AUGUST 7, 2018 SPECIAL CITY COUNCIL MEETING.**

**B.2 APPROVE FINANCE REPORTS FOR THE MONTH OF JULY 2018.**

**B.3 DISCUSS AND CONSIDER A ONE (1) YEAR EXTENSION FOR PROFESSIONAL SERVICES BETWEEN THE CITY OF LAKE WORTH AND PRP SERVICE, LLC D/B/A MUNICIPAL MOSQUITO FOR THE 2018 MOSQUITO SEASON.**

**A MOTION WAS MADE BY COUNCIL MEMBER SMITH, SECONDED BY COUNCIL MEMBER WHITE TO APPROVE THE CONSENT AGENDA.**

**MOTION TO APPROVE CARRIED 7-0.**

## **C. PUBLIC HEARINGS**

- C.1 PUBLIC HEARING TO CONSIDER ORDINANCE NO. 1117, PLANNING & ZONING CASE NO. PZ-2018-09, AN ORDINANCE AMENDING ORDINANCE NO. 500, THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF LAKE WORTH, SO AS TO CONSIDER A LAND USE DESIGNATION AND DEVELOPMENT AND SITE PLAN APPROVAL OF AN APPROXIMATELY 0.1728-ACRE TRACT OF LAND, LEGALLY KNOWN AS ABSTRACT 1552, TRACT 2T, MOSES TOWNSEND SURVEY, AND GENERALLY DESCRIBED AS 4005 MERRETT DRIVE, LAKE WORTH, TARRANT COUNTY, TEXAS. (THE PLANNING & ZONING COMMISSION RECOMMENDED APPROVAL BY A VOTE OF 5-0.).**

### **APPROVED**

Mayor Bowen opened the public hearing and called on Suzanne Meason to present the item.

Planning and Zoning Administrator, Suzanne Meason summarized the item. The applicant AJ Airfield Lighting would like to purchase the property and use it for an office (building 1) and storage (building 2) for their business. They are an electrical contractor and install airport runway lighting. They have prepared a development/site plan for consideration. They will be using the existing buildings as is (with a remodel inside the building to accommodate their business layout) and will be asphaltting the currently gravel driveway and parking area. There will be no outside storage on the property and garbage will be commercial curbside pickup like several of their commercial neighbors. The property is zoned PC-Planned Commercial but has never had a land use designation or site plan approved. The Planning and Zoning Commission approved the case by a vote of 5-0.

Mayor Bowen called for anyone wishing to speak for or against the request to come forward.

There being no one wishing to speak, Mayor Bowen closed the public hearing and called for the motion.

**A MOTION WAS MADE BY COUNCIL MEMBER WENGER, SECONDED BY MAYOR PRO TEM NARMORE TO APPROVE ORDINANCE NO. 1117 AS PRESENTED.**

**MOTION TO APPROVE CARRIED 7-0.**

- C.2 PUBLIC HEARING TO CONSIDER PLANNING & ZONING CASE NO. PZ-2018-10, A PROPOSED PRELIMINARY PLAT BEING ALL OF A 1.137-ACRE TRACT OF LAND LEGALLY KNOWN AS ABSTRACT 189, TRACT(S) 14, 2Q, AND 26, N B BREEDING SURVEY OF THE RECORDS OF TARRANT COUNTY, TEXAS. THE PROPOSED PRELIMINARY PLAT'S NEW LEGAL**

**DESCRIPTION WILL BE BLOCK 1, LOT 1, KEEFER ADDITION, AND GENERALLY DESCRIBED AS 7012 LILAC LANE, LAKE WORTH, TEXAS. THE PLANNING & ZONING COMMISSION RECOMMENDED APPROVAL BY A VOTE OF 5-0.).**

**APPROVED**

Mayor Bowen opened the public hearing and called on Suzanne Meason to present the item.

Planning and Zoning Administrator, Suzanne Meason summarized the item. Mr. Keefer approached the City about building a new garage structure on his property located at 7012 Lilac Lane, upon investigation it was discovered that the property has never been platted. Before Mr. Keefer can construct the garage, he must get a preliminary (item C.2) and final plat (item C.3) approved and the final plat filed with Tarrant County. The preliminary plat document and drainage and site plan were prepared and have been reviewed by city staff and they conform to the City's requirements. The Planning and Zoning Commission approved the replat as presented by a vote of 5-0.

Mayor Bowen called for anyone wishing to speak for or against the request to come forward.

There being no one wishing to speak, Mayor Bowen closed the public hearing and called for the motion.

**A MOTION WAS MADE BY COUNCIL MEMBER STUARD, SECONDED BY COUNCIL MEMBER SMITH TO APPROVE PZ 2018-10 AS PRESENTED.**

**MOTION TO APPROVE CARRIED 7-0.**

**C.3 PUBLIC HEARING TO CONSIDER PLANNING & ZONING CASE NO. PZ-2018-11, A PROPOSED FINAL PLAT BEING ALL OF A 1.137-ACRE TRACT OF LAND LEGALLY KNOWN AS ABSTRACT 189, TRACT(S) 14, 2Q, AND 26, N B BREEDING SURVEY OF THE RECORDS OF TARRANT COUNTY, TEXAS. THE PROPOSED FINAL PLAT'S NEW LEGAL DESCRIPTION WILL BE BLOCK 1, LOT 1, KEEFER ADDITION, AND GENERALLY DESCRIBED AS 7012 LILAC LANE, LAKE WORTH, TEXAS. THE PLANNING & ZONING COMMISSION RECOMMENDED APPROVAL BY A VOTE OF 5-0.)**

**APPROVED**

Mayor Bowen opened the public hearing and called on Suzanne Meason to present the item.

Planning and Zoning Administrator, Suzanne Meason summarized the item. Mr. Keefer approached the City about building a new garage structure on his property located at 7012 Lilac Lane, upon investigation it was discovered that the property has never been

platted. Before Mr. Keefer can construct the garage, he must get a preliminary (item C.2) and final plat (item C.3) approved and the final plat filed with Tarrant County. The final plat document and drainage and site plan were prepared and have been reviewed by city staff and they conform to the City's requirements. The preliminary plat document was heard just prior, now the final plat must be heard by the City Council. The Planning and Zoning Commission approved the replat as presented by a vote of 5-0.

Mayor Bowen called for anyone wishing to speak for or against the request to come forward.

There being no one wishing to speak, Mayor Bowen closed the public hearing and called for the motion.

**A MOTION WAS MADE BY MAYOR PRO TEM NARMORE, SECONDED BY COUNCIL MEMBER PARSLEY TO APPROVE ITEM C.3 AS PRESENTED.**

**MOTION TO APPROVE CARRIED 7-0.**

**C.4 PUBLIC HEARING TO CONSIDER ORDINANCE NO. 1118, PLANNING & ZONING CASE NO. PZ-2018-12, AMENDING ORDINANCE NO. 683, SO AS TO CONSIDER A SITE PLAN AMENDMENT OF AN APPROXIMATELY 0.5509-ACRE PARCEL OF LAND, LEGALLY KNOWN AS BLOCK 9A, LOT 3RB, SHADY OAKS MANOR ADDITION, AND GENERALLY DESCRIBED AS 6059 LAKE WORTH BLVD., LAKE WORTH, TARRANT COUNTY, TEXAS. THE PLANNING & ZONING COMMISSION RECOMMENDED APPROVAL BY A VOTE OF 5-0.)**

**APPROVED**

Mayor Bowen opened the public hearing and called on Suzanne Meason to present the item.

Planning and Zoning Administrator, Suzanne Meason summarized the item. Mr. Hatcher is the owner of Bosses Pizza which currently operates out of the existing building. He wishes to add a walk-in cooler at the rear of the property. The cooler will sit ten feet (10') from the existing building as required by fire code. This will be considered an accessory building/use since it is not attached to the building which requires a site plan amendment, as per Sec. 14.507 (g) Density, Area, and Height Regulations of the Chapter 14 Zoning Ordinance. The cooler will also be masonry as required per section per Sec. 14.606 (b) (4) of the Chapter 14 Zoning Ordinance. There will be a fenced in enclosure securing the cooler. The Planning and Zoning Commission approved the replat as presented by a vote of 5-0.

Mayor Bowen called for anyone wishing to speak for or against the request to come forward.



There being no one wishing to speak, Mayor Bowen closed the public hearing and called for the motion.

**A MOTION WAS MADE BY COUNCIL MEMBER WENGER, SECONDED BY COUNCIL MEMBER STUARD TO APPROVE ITEM C.4 AS PRESENTED.**

**MOTION TO APPROVE CARRIED 7-0.**

**C.5 PUBLIC HEARING ON THE PROPOSED ANNUAL BUDGET FOR THE CITY OF LAKE WORTH, FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2018, AND ENDING ON SEPTEMBER 30, 2019.**

Mayor Bowen opened the public hearing and called on Stacey Almond to present the item.

City Manager Stacey Almond summarized the item. The City is required by Section 102.006 of the Texas Local Government Code to hold a public hearing on the proposed budget. On July 10, 2018, the City Council approved to schedule the public hearing on the proposed budget for August 14, 2018. The City Council held a budget workshop on August 10, 2018 on the FY 2018-2019 proposed budget. The proposed budget will be recommended for adoption at the September 11, 2018 Council meeting. Staff is available to answer any questions Council may have on the budget.

Mayor Bowen asked for public comments on the proposed FY 2018-2019 budget. There being no one wishing to speak, Mayor Bowen closed the public hearing and called for a motion.

**COUNCIL MEMBER SMITH MADE A MOTION, SECONDED BY MAYOR PRO TEM WHITE, TO DIRECT STAFF TO PREPARE ORDINANCE FOR CONSIDERATION TO ADOPT THE BUDGET AT THE SEPTEMBER 11, 2018, REGULAR MEETING.**

**MOTION TO CONTINUE CARRIED 7-0**

**C.6 PUBLIC HEARING TO CONSIDER THE ANNUAL BUDGET FOR THE LAKE WORTH CRIME CONTROL AND PREVENTION DISTRICT FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2018 AND ENDING ON SEPTEMBER 30, 2019.**

Mayor Bowen opened the public hearing and called on Stacey Almond to present the item.

City Manager Stacey Almond summarized the item. The Lake Worth Crime Control and Prevention District (CCPD) held a public hearing on Tuesday, July 10, 2018 and adopted

its budget. On July 12, 2018, the CCPD submitted its budget to the city. Staff is recommending approval of the CCPD budget as presented.

Mayor Bowen asked for public comments on the CCPD proposed FY 2018-2019 budget. There being no one wishing to speak, Mayor Bowen closed the public hearing and called for a motion.

**A MOTION WAS MADE BY COUNCIL MEMBER STUARD, SECONDED BY MAYOR PRO TEM NARMORE, TO APPROVE THE PROPOSED THE LAKE WORTH CRIME CONTROL AND PREVENTION DISTRICT BUDGET FOR FISCAL YEAR BEGINNING OCTOBER 1, 2018 AND ENDING ON SEPTEMBER 30, 2019, AS PRESENTED.**

**MOTION TO APPROVE CARRIED 7-0.**

#### **D. PLANNING AND DEVELOPMENT**

##### **D.1 DISCUSS AND CONSIDER RESOLUTION NO. 2018-26, AN APPOINTMENT TO THE PLANNING AND ZONING COMMISSION, PLACE 7.**

##### **APPROVED**

Planning and Zoning Administrator, Suzanne Meason summarized the item. Due to the recent appointment of Sue Wenger to the City Council, it has created a vacancy on the Planning and Zoning Commission. The applicant Coy Pennington is requesting to fill the unexpired term. If appointed, Mr. Pennington's term will expire on October 1, 2019.

**A MOTION WAS MADE BY COUNCIL MEMBER SMITH, SECONDED BY COUNCIL MEMBER HILL, TO APPOINT COY PENNINGTON TO PLACE 7 ON THE PLANNING AND ZONING COMMISSION.**

**MOTION TO APPROVE CARRIED 7-0.**

#### **E. PUBLIC WORKS**

No items for this category.

#### **F. GENERAL ITEMS**

##### **F.1 DISCUSS AND CONSIDER AN AGREEMENT WITH JOHN CLARK (CHUTE 2 PRODUCTIONS) TO HOST A RODEO AND CARNIVAL AT THE LAKE WORTH CITY PARK, TO ALLOW THE SALE OF ALCOHOL DURING THE EVENT, AND TO OCCUPY THE LAKE WORTH PARK UNTIL 11:00 P.M. AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE AGREEMENT AND APPROVE A TEMPORARY USE/EVENT PERMIT APPLICATION.**

##### **APPROVED**

City Manager Stacey Almond introduced Rene'e Kolar representing the Lions Club and Kelly Clark with Chute 2 Productions. Ms. Kolar explained this would be the 6th year that the Lion's Club requests to have the Bull Frog West Fest in the City of Lake Worth. She is also requesting \$3,500 to advertise the event which benefits the Northwest Lions Club. The Lions Club uses the raised funds to buy eye glasses for children, bicycles, special needs events, camps, and have also donated water to the Police Departments.

They are requesting use of the Lake Worth Park for two additional days for the operation of a carnival.

October 10<sup>th</sup> 5:00 p.m. – 11:00 p.m. (Carnival only)  
October 11<sup>th</sup> 5:00 p.m. – 11:00 p.m. (Carnival only)  
October 12<sup>th</sup> 5:00 p.m. – 11:00 p.m. (Carnival, Arena, Vendors)  
October 13<sup>th</sup> 9:00 a.m. – 11:00 p.m. (Carnival, Arena, Vendors)

The Lions Club has requested permission from the Council to operate after hours and to allow the sale of beer at the event. Beer sales will only take place on October 12-13.

Council member White asked about the advertisement being sent out before the event was approved by Council. Ms. Kolar stated that the event had been held in Lake Worth for years and assumed it would be okay to start advertising the event.

Council member Smith expressed concerns on the expenses the city endures each year to help the event. Estimated costs from last year were \$11,575 and this year's costs are estimated at \$12,900. He was unaware of the expenses in the past but grateful to know. He stated by taking his oath that also included being fiscally responsible with the city funds. Ms. Kolar expressed that the money would be used in Lake Worth and the event could be considered a way to give back to the community.

Council asked if they had a way to track rooms blocked at the Holiday Day Inn in order to use funds from Economic Development. Mr. Clark stated that they were unaware that the city needed that type of data and they did not have the information.

Council member White requested that this year the data be collected for hotel stays, booth rentals, and attendees. Mr. Clark stated that some of the cowboys would stay the night but could also stay in other places. Council member White asked if the cowboys often traveled for the evening and drove back home. Mr. Clark stated that was possible as well.

Council member White stated that online or phone sales for the event could be tracked data that could be used for the city requirements. He also asked about the money spent on advertising and if it helped draw in people to the event. Ms. Kolar stated that the advertising reaches people from a 20-30 mile radius. The carnival also draws attention to the event.

Council member White asked the City Manager Stacey Almond about fees. Ms. Almond stated that city's contribution was up to \$12,900, which includes man hours and waived

permit fees which is at the discretion of the Council. He asked since the requirements to use hot tax funds could not be met, will the funds come from the general fund. Ms. Almond stated yes. Ms. Kolar stated that she could confirm thirty rooms were used during the time of the event but could not confirm if they attended the event. Council member White stated that the funds could be served on more pressing needs, such as the Public Works and parks restroom and building updates.

Council member Smith asked how much money was raised for the Lions Club during the event. Ms. Kolar stated they raise approximately \$6,000. The first event only raised about \$500 so the event has made a huge progress since it first started. Council member Smith stated the city would be better off donating the money to the Lions Club instead of spending more money. Ms. Kolar expressed her concern not to have the event in the city would be upsetting to the Lake Worth citizens. She also stated that the request was only for a space to host the event and did not ask for police or fire; but the city required it and has graciously donated their time.

Council member Hills asked for explanation on the event data and what was required. City Manager Stacey Almond responded that the data is the responsibility of the organizer, not the hotels. When tickets are purchased, they would need to ask for the purchaser's zip code in order to show that out of county citizens attended. For hotel rooms, the organizer would need to block room and verify the number of people that stayed within the blocked rooms. She also suggested some apps that had the capability to capture the requested data.

Council member Stuard asked with these types of events, it was his understanding that if security was required, then the organizer would need to pay for the security. Ms. Almond responded it is usually a fifty-fifty split between the organizer and city. The city does not allow organizations to use city facilities without public safety. With this event being on city property and serving alcohol, it would require police and fire presence.

**A MOTION WAS MADE BY COUNCIL MEMBER PARSLEY, SECONDED BY MAYOR PRO TEM NARMORE TO APPROVE BOTH ITEMS.**

**MOTION TO APPROVE CARRIED 4-3, WITH COUNCIL MEMBERS WENGER, PARSLEY, HILL, AND MAYOR PRO TEM NARMORE IN FAVOR AND COUNCIL MEMBERS SMITH, WHITE AND STUARD VOTING AGAINST.**

**F.2 DISCUSS AND CONSIDER APPROVAL OF AN INTERLOCAL AGREEMENT WITH TARRANT COUNTY FOR ASSISTANCE WITH FIRE AND EXPLOSION INVESTIGATIONS AND AUTHORIZE THE CITY MANAGER TO EXECUTE SAME.**

**APPROVED**

Fire Chief Mike Christenson summarized the item. The Tarrant County Arson Task Force is a regional task force made up most of the Fire Marshals and Fire Investigators within

Tarrant County and some of the surrounding counties. The certified investigators conduct fire, arson and explosive investigations. The membership is made up of City, County, State, Federal (ATF) agencies. The cost of being a member of the Task Force is \$150 annually. Membership gets the requesting agencies the full capabilities of the Task Force. This Task Force brings the investigative tools and man power with unprecedented arson investigative knowledge. The City of Lake Worth provides two investigators to the Task Force when either or both are available at no cost of overtime to the city. Both Lake Worth investigators are very active with the task force. In the need that the city needs the task force within the city, it will bring decades of arson investigation knowledge to the city at no additional cost to the city.

**A MOTION WAS MADE BY COUNCIL MEMBER STUARD, SECONDED BY COUNCIL MEMBER HILL, TO APPROVE AN INTERLOCAL AGREEMENT WITH TARRANT COUNTY FOR ASSISTANCE WITH FIRE AND EXPLOSION INVESTIGATIONS AND AUTHORIZE THE CITY MANAGER TO EXECUTE SAME.**

**MOTION TO APPROVE CARRIED 7-0.**

**F.3 DISCUSS AND CONSIDER APPROVAL OF A PROFESSIONAL SERVICE AGREEMENT WITH OXLEY WILLIAMS THARP ARCHITECTS FOR ARCHITECTURAL PLANS FOR THE RECORDS STORAGE FACILITY AND THE ANIMAL CONTROL SHELTER AND AUTHORIZE THE CITY MANAGER TO EXECUTE SAME.**

**APPROVED**

City Manager Stacey Almond summarized the item. Council is being asked to approve a professional Service Agreement with Oxley Williams Tharp Architects for architectural plans for the records storage facility and the Animal Control Shelter. The agreement provides for the following:

1. Schematic design drawings:
  - a. Site Plan, life safety plan, dimensional floor plan, wall types and finishes, ceiling plans, roof plan, exterior elevations, preliminary building and wall sections, and narrative for structural and systems integrations.
2. Design Development:
  - a. Update schematic with interior elevations, building and wall sections, structural foundation plans, mechanical, electrical, plumbing drawings and narratives, civil drawings, landscape plan.
3. Construction documents
4. Bidding Negotiations
5. Construction Administration

This project is being presented in the Construction Manager at Risk delivery method which entails a commitment from the Construction Manager to deliver the project within a Guaranteed Maximum Price (GMP) which is based on the construction documents and specifications at the time of the GMP. Advantages to this delivery method versus the design-bid-build method are the owners risk is limited and provides assurance the budget

with be maintained. The Construction Manager At-Risk has a higher level of cost control from the start and is an owner (city) advocate and manages the project with the city's best interest in mind at all times.

**A MOTION WAS MADE BY COUNCIL MEMBER SMITH, SECONDED BY MAYOR PRO TEM WHITE, TO APPROVE ITEM F.3 AS PRESENTED.**

**MOTION TO APPROVE CARRIED 7-0.**

**F.4 DISCUSS AND CONSIDER A SUBSCRIBER SERVICES AGREEMENT WITH THE CITY OF FORT WORTH TO PROVIDE THE CITY OF LAKE WORTH WITH INSTALLATION, MAINTENANCE AND REPAIR SERVICES FOR WIRELESS COMMUNICATION COMPONENTS AND SYSTEMS AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE AGREEMENT.**

**APPROVED**

City Manager Stacey Almond summarized the item. The Motorola radio system was installed and completed in January of 2018 with a one-year service and maintenance warranty. At the expiration of this warranty Motorola will extend the service agreement and warranty for the cost of \$22,000. Staff reached out to the City of Fort Worth and the radio repair facility to discuss a more reasonable solution. The Subscriber Services Agreement with Fort Worth will provide for the configuration, maintenance, and repair of the following equipment: Mobile, portable, and fixed two-way radios and other wireless devices, antennas, speakers, and ancillary equipment, sirens, mobile data computers and related hardware and cabling, and any other similar or related public safety emergency response equipment. The service shall include the regular inspection of the equipment and any maintenance or repair necessary to maintain it in good working order. Upon request, City of Fort Worth shall also install and remove equipment from vehicles for reuse or disposal.

**A MOTION WAS MADE BY COUNCIL MEMBER WHITE, SECONDED BY COUNCIL MEMBER STUARD, TO APPROVE A SUBSCRIBER SERVICES AGREEMENT WITH THE CITY OF FORT WORTH TO PROVIDE THE CITY OF LAKE WORTH WITH INSTALLATION, MAINTENANCE AND REPAIR SERVICES FOR WIRELESS COMMUNICATION COMPONENTS AND SYSTEMS AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE AGREEMENT.**

**MOTION TO APPROVE CARRIED 7-0.**

**F.5 DISCUSS AND CONSIDER ORDINANCE NO. 1119 AMENDING THE FY 2017/2018 BUDGET FOR GENERAL FUND.**

**APPROVED**

Assistant City Manager/Finance Director Debbie Whitley presented the item. Total net revenues decreased by \$389,380 and total net expenses increased by \$113,631. After

this amendment the General Fund budget will reflect a surplus of \$38,974. The decrease in revenue is due to the elimination of the Administration Fee from the Water/Sewer Fund.

**A MOTION WAS MADE BY COUNCIL MEMBER STUARD, SECONDED BY COUNCIL MEMBER PARSLEY, TO APPROVE ORDINANCE NO. 1119 AMENDING THE FY 2017-2018 BUDGET FOR GENERAL FUND.**

**MOTION TO APPROVE CARRIED 7-0.**

## **G. MAYOR AND COUNCIL ITEM(S)**

### **G.1 Update on Tarrant County Mayor's Council by Mayor Bowen**

Mayor Walter Bowen had nothing to report regarding the Tarrant County Mayor's Council.

## **H. STAFF REPORT(S) / ANNOUNCEMENT(S)**

### **H.1 Police Department (Reports):**

#### **1. Update on Police Grant.**

Police Chief Blount updated Council on the awarded grant the Police Department applied for to help transition to the NIBRS crime reporting system. The grant awarded was \$182,000 and the project will be completed in approximately four to five months. The Chief stated that the agency has been awarded approximately \$240,000 in grant monies this year.

## **I. EXECUTIVE SESSION**

### **I.1 PURSUANT TO SECTION 551.074: PERSONNEL MATTERS TO DELIBERATE THE EMPLOYMENT, EVALUATION, AND DUTIES OF PUBLIC EMPLOYEE – CITY MANAGER.**

Mayor Bowen announced at 7:27 p.m. that the Council would adjourn into Executive Session as authorized by Chapter 551, Texas Government Code, specifically Section 551.074: Personnel matters to deliberate the employment, evaluation, and duties of public employee – City Manager. Executive Session began at 7:27 p.m. and concluded at 8:31 p.m.

*Mayor Bowen reconvened into open session at 8:31 p.m.*

**J. EXECUTIVE SESSION ITEMS – CITY COUNCIL MAY TAKE ACTION ON ANY ITEMS DISCUSSED IN EXECUTIVE SESSION LISTED ON THE AGENDA.**

**I.1 PURSUANT TO SECTION 551.074: PERSONNEL MATTERS  
TO DELIBERATE THE EMPLOYMENT, EVALUATION, AND  
DUTIES OF PUBLIC EMPLOYEE – CITY MANAGER.  
APPROVED**

**A MOTION WAS MADE BY COUNCIL MEMBER WENGER, SECONDED BY COUNCIL MEMBER SMITH  
TO APPROVE THE DISCUSSION ITEMS IN EXECUTIVE SESSION.**

**MOTION TO APPROVE CARRIED 7-0.**

**K. ADJOURNMENT**

Mayor Walter Bowen adjourned the meeting at 8:31 p.m.

**APPROVED**

By: \_\_\_\_\_  
Walter Bowen, Mayor

**ATTEST:**

\_\_\_\_\_  
Monica Solko, City Secretary



## Lake Worth City Council Meeting – September 11, 2018

### Agenda Item No. B.2

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**From:** Debbie Whitley, ACM/ Director of Finance

**Item:** Approve Finance reports for the month of August 2018.

**Summary:**

Finance reports are prepared and presented to Council for approval each month. The purpose of the reports is to keep the Council informed on the status of the City's revenues and expenses as related to the current year budget projections for major funds and on the cash and investment balances for all funds.

**Fiscal Impact:**

N/A

**Attachments:**

1. Cash Position Report- all funds
2. Cash and investment summary-all funds
3. Expenditure Report-General Fund, EDC and Water/Sewer Fund
4. Revenue Report-General Fund, EDC, Water/Sewer Fund and Debt Service Fund
5. Sales Tax Revenue Report-General Fund
6. Revenue, Expense and Cash Position Report-Park Improvement Fund
7. Revenue and Expense Report-Street Maintenance Fund
8. Revenue and Expense Report-Crime Control & Prevention District

**Recommended Motion or Action:**

Approve finance reports for the month of August 2018.

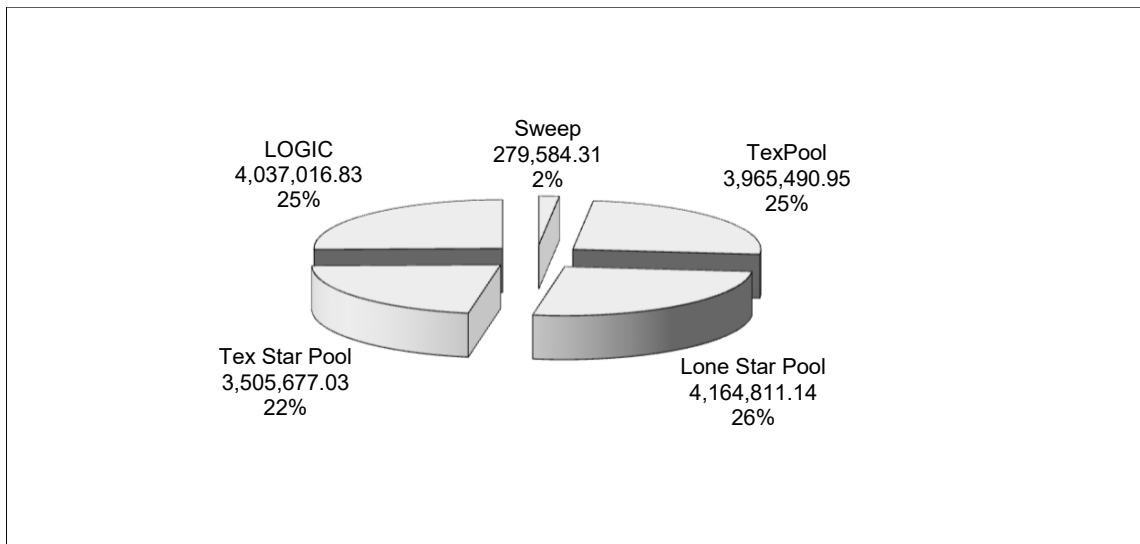
**CITY OF LAKE WORTH  
CASH POSITION  
As of August 31, 2018**

	Checking Account	TexPool	Lone Star Pool	TexStar	LOGIC	Total
General Fund	62,963.57	2,415,423.75	2,385,065.76	2,387,942.95	2,340,019.30	9,591,415.33
Park Fund	12,150.69	173,582.49			190,108.27	375,841.45
Child Safety Fund	12,425.28					12,425.28
Court Technology	11,568.79					11,568.79
Court Security Fund	23,253.34				48,159.29	71,412.63
Confiscated Property Fund						0.00
Street Maintenance		507,293.19	499,586.16	555,094.50	509,724.88	2,071,698.73
Crime Control	30,160.91	187,414.90	202,360.01	195,333.73		615,269.55
Economic Development						0.00
PEG Fund					74,673.09	74,673.09
Water/Sewer Fund	90,027.52	577,853.13	688,217.01		601,574.41	1,957,672.07
Debt Service	6,810.26	103,923.49	85,987.02			196,720.77
2008 CO Series				48,044.32		48,044.32
Hotel/Motel Tax Fund	30,223.95		303,595.18	319,261.53	272,757.59	925,838.25
Total All Cash & Invstments	279,584.31	3,965,490.95	4,164,811.14	3,505,677.03	4,037,016.83	15,952,580.26

# CITY OF LAKE WORTH INVESTMENT ACTIVITY *As of August 31, 2018*

***The Public Funds Investment Act requires the Finance Officer to submit not less than quarterly a list of investments, their net asset value (NAV) and their weighted average maturity (WAM). Listed below are the City's investments, their respective NAV and WAM or collateral status.***

Total Funds Held In Checking Accounts Subject To Overnight Sweep	\$279,584.31
<i>(Funds covered by FDIC and Pledged Collateral by Bank of Texas)</i>	
Total Funds Held In TexPool	\$3,965,490.95
<i>(NAV \$1.00 per share, 3,965,491 shares; WAM 1 day)</i>	
Total Funds Held In Lone Star Pool	\$4,164,811.14
<i>(NAV \$1.00 per share, 4,164,811 shares; WAM 1 day)</i>	
Total Funds Held In TexStar Pool	\$3,505,677.03
<i>(NAV \$1.00 per share, 3,505,677 shares; WAM 1 day)</i>	
Total Funds Held In LOGIC	\$4,037,016.83
<i>(NAV \$1.00 per share, 4,037,017 shares; WAM 1 day)</i>	
<b>Total All Funds</b>	<b>\$15,952,580.26</b>



Prepared By: *Debbie Whitley*

Date: September 5, 2018

**CITY OF LAKE WORTH  
EXPENDITURE REPORT  
August 2018**

CATEGORY	BUDGETED	CURRENT MONTH	YEAR TO DATE	UNEXPENDED BALANCE	% EXPENDED
<b>GENERAL FUND</b>					
Mayor/Council	20,035.00	840.25	16,003.31	4,031.69	80%
Administration	2,752,803.00	80,139.77	1,186,900.53	1,565,902.47	43%
Admin-Finance	353,624.00	29,926.60	312,916.96	40,707.04	88%
Admin-HR/Risk Mgmt	153,402.00	7,945.59	138,625.26	14,776.74	90%
Admin-Multi-Purpose Center	16,775.00	1,046.01	11,467.37	5,307.63	68%
Admin-Multi-LW Area Museum	3,043.00	129.83	1,274.34	1,768.66	42%
Police	2,467,970.00	150,422.84	2,112,289.62	355,680.38	86%
Fire	2,842,632.00	209,557.31	2,612,589.49	230,042.51	92%
Street	960,151.00	42,863.97	755,452.43	204,698.57	79%
Library	251,435.00	20,135.32	219,743.19	31,691.81	87%
Parks	469,253.00	33,365.76	363,299.30	105,953.70	77%
Maintenance Dept	218,891.00	10,832.73	164,782.72	54,108.28	75%
Senior Citizens	129,309.00	8,852.98	109,953.04	19,355.96	85%
Municipal Court	235,059.00	17,707.14	207,277.48	27,781.52	88%
Animal Control	227,683.00	7,435.17	97,199.69	130,483.31	43%
Emergency Management	15,100.00	19.30	13,095.08	2,004.92	87%
Permits & Inspections	291,521.00	19,151.88	228,862.17	62,658.83	79%
P & I - Planning & Zoning	214,589.00	7,076.66	98,115.44	116,473.56	46%
P & I - Code Compliance	20,300.00	518.55	8,548.15	11,751.85	42%
Information Technology	576,747.00	42,574.81	473,327.36	103,419.64	82%
Economic Dev Activities	3,278,037.00	171,746.50	776,979.77	2,501,057.23	24%
<b>Total General Fund</b>	<b>15,498,359.00</b>	<b>862,288.97</b>	<b>9,908,702.70</b>	<b>5,589,656.30</b>	<b>64%</b>

<b>WATER/SEWER FUND</b>					
Administration	845,413.00	64,593.76	441,521.17	403,891.83	52%
Water Supply	850,201.00	13,125.41	606,491.26	243,709.74	71%
Water Distribution	516,500.00	31,803.60	415,891.70	100,608.30	81%
Sewer Department	1,042,056.00	44,675.72	549,250.54	492,805.46	53%
<b>Total Water/Sewer</b>	<b>3,254,170.00</b>	<b>154,198.49</b>	<b>2,013,154.67</b>	<b>1,241,015.33</b>	<b>62%</b>

**CITY OF LAKE WORTH  
REVENUE REPORT  
August 2018**

**(Numbers in UNRECEIVED BALANCE WITH (-) INDICATES REVENUE RECEIVED OVER BUDGETED AMOUNT)**

CATEGORY	BUDGETED	CURRENT MONTH	YEAR TO DATE	UNRECEIVED BALANCE	% RECEIVED
<b>GENERAL FUND</b>					
Property Taxes	869,992.00	3,622.92	872,659.10	-2,667.10	100%
Franchise Fees	425,000.00	13,206.04	349,186.83	75,813.17	82%
Sales and Beverage Taxes	6,825,000.00	604,854.87	5,710,690.28	1,114,309.72	84%
Fines and Warrants	510,750.00	32,518.48	505,894.70	4,855.30	99%
License & Permits	166,960.00	14,775.39	170,075.77	-3,115.77	102%
Sanitation	190,825.00	16,550.08	175,584.21	15,240.79	92%
Animal Control	7,500.00	460.00	8,010.00	-510.00	107%
Investment Income & Misc	968,802.00	30,520.59	1,004,078.61	-35,276.61	104%
Due From Other Funds	177,843.00	43,961.00	131,883.00	45,960.00	74%
Use of Prior Year Reserves	976,497.00			976,497.00	0%
Transfer In-Other Funds	4,418,164.00		4,418,164.00	0.00	0%
Total General Fund	15,537,333.00	760,469.37	13,346,226.50	2,191,106.50	86%

<b>WATER/SEWER FUND</b>					
Water Sales	1,405,000.00	189,059.92	1,285,652.42	119,347.58	92%
Water Tap Fees	1,000.00	300.00	755.00	245.00	76%
Water Service Charge	58,000.00	5,352.57	56,151.94	1,848.06	97%
Sewer Charges	990,000.00	82,330.68	857,611.66	132,388.34	87%
Sewer Tap Fees	3,000.00	775.00	2,325.00	675.00	78%
Interest Income & Miscellaneous	47,590.00	6,739.11	71,217.76	-23,627.76	150%
Transfers In	563,701.00	140,925.00	422,775.00	140,926.00	75%
Use of Prior Year Reserves	185,879.00			185,879.00	0%
Total Water/Sewer Fund	3,254,170.00	425,482.28	2,696,488.78	557,681.22	83%

<b>DEBT SERVICE FUND</b>					
Property Tax Revenue	1,238,793.00	5,486.87	1,266,597.11	-27,804.11	102%
Investment Income & Misc	3,000.00	1,332.78	9,420.95	-6,420.95	314%
Transfers In	426,226.00	106,557.00	319,671.00	106,555.00	75%
Use of Prior Year Reserves	12,500.00			12,500.00	0%
Total Debt Service	1,680,519.00	113,376.65	1,595,689.06	84,829.94	95%

**CITY OF LAKE WORTH  
GF SALES TAX ANALYSIS  
FOR AUGUST 2018 REVENUE**

		Current % Incr or Decrease
Current Month Receipts	604,854.87	
Same Month, Last Year	483,725.36	25.041%
Same Month, 2 Years Ago	616,573.34	-1.901%
Current YTD Total	6,176,004.39	
YTD, Last Year	6,207,543.67	-0.508%
YTD, 2 Years Ago	5,969,004.72	3.468%

*Current Year Budget is \$6,800,000*

CITY OF LAKE WORTH  
PARK FUND  
As of August 31, 2018

REVENUE SOURCE:

UTILITY DONATIONS	9,125.00
DONATIONS - KIDS & TREES	0.00
DONATIONS - NAVAJO PARK	0.00
DONATIONS - RAYL PARK	5,000.00
DONATIONS - LAKE WORTH PARK	0.00
INVESTMENT INCOME	4,963.63
CONTRIBUTIONS FROM OTHER FUNDS	18,750.00
MISCELLANEOUS	98.65
Total Revenue	<u>37,937.28</u>

EXPENDITURE CATEGORY:

MISCELLANEOUS	866.95
PARK MAINTENANCE	5,398.17
CHARBONNEAU PARK	183.07
LAKE WORTH PARK	30,309.78
NAVAJO PARK	248.09
GRAND LAKE PARK	593.60
REYNOLDS PARK	0.00
RAYL PARK	1,390.38
TELEPHONE ROAD PARK	0.00
DAKOTA PARK	412.06
EQUIPMENT PURCHASE/IMPROVEMENTS	0.00
Total Expenditure	<u>39,402.10</u>

REVENUE OVER EXPENDITURES -1,464.82

<u>CASH POSITION</u>	
CHECKING	12,150.69
INVESTMENTS	<u>363,690.76</u>
TOTAL CASH	375,841.45

CITY OF LAKE WORTH  
STREET MAINTENANCE  
August 2018

**Revenue**

***(Numbers in UNRECEIVED BALANCE WITH (-) INDICATES REVENUE RECEIVED OVER BUDGETED AMOUNT)***

CATEGORY	BUDGETED	CURRENT MONTH	YEAR TO DATE	UNRECEIVED BALANCE	% RECEIVED
Sales Tax	162,526.00		162,525.99	0.01	100%
Interest & Misc Income	24,673.00	3,556.38	29,444.04	-4,771.04	119%
Use of Prior Yr Rsrvs	295,579.00			295,579.00	
Total Revenue	482,778.00	3,556.38	191,970.03	290,807.97	40%

**Expenditures**

CATEGORY	BUDGETED	CURRENT MONTH	YEAR TO DATE	UNEXPENDED BALANCE	% EXPENDED
Miscellaneous				0.00	0%
Barricades & Markers	12,000.00	2,951.03	4,863.90	7,136.10	41%
Street Projects	329,778.00	285.00	175,450.80	154,327.20	53%
Concrete Replacement	141,000.00	7,370.00	124,440.33	16,559.67	88%
Total Expenditures	482,778.00	10,606.03	304,755.03	178,022.97	63%



CITY OF LAKE WORTH  
CCPD  
August 2018

**Revenue**

***(Numbers in UNRECEIVED BALANCE WITH (-) INDICATES REVENUE RECEIVED OVER BUDGETED AMOUNT)***

CATEGORY	BUDGETED	CURRENT MONTH	YEAR TO DATE	UNRECEIVED BALANCE	% RECEIVED
Sales Tax	1,025,000.00	84,652.38	870,454.25	154,545.75	85%
SRO Reimbursement	43,800.00	3,650.00	40,150.00	3,650.00	92%
Interest & Misc Income	9,612.00	2,494.42	14,099.32	-4,487.32	147%
Use of Prior Yr Rsrvs	30,387.00			30,387.00	
Total Revenue	1,108,799.00	90,796.80	924,703.57	184,095.43	83%

**Expenditures**

CATEGORY	BUDGETED	CURRENT MONTH	YEAR TO DATE	UNEXPENDED BALANCE	% EXPENDED
Salaries	709,561.00	59,662.56	596,105.81	113,455.19	84%
Supplies	37,000.00	5,398.76	22,733.93	14,266.07	61%
Maintenance	30,903.00	2,488.07	19,880.58	11,022.42	64%
Services	76,388.00	1,630.16	57,081.38	19,306.62	75%
Equipment	220,841.00	109.34	119,943.49	100,897.51	54%
Transfers Out	73,604.00	18,401.00	55,203.00	18,401.00	75%
Total Expenditures	1,148,297.00	87,689.89	870,948.19	277,348.81	76%

**Lake Worth City Council Meeting – September 11, 2018**

**Agenda Item No. B.3**

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**From:** Stacey Almond, City Manager

**Item:** Approve the 2018-2019 City of Lake Worth Official Calendar

**Summary:**

The City of Lake Worth Official Calendar has been updated to reflect the following changes for Fiscal year 2018-2019:

1. The city offers ten (10) paid holidays per calendar year for regular, full time employees; and
2. For FY 18/19 only the addition of Friday, July 5, 2019.

**Fiscal Impact:**

N/A

**Attachments:**

1. COLW Official Calendar

**Recommended Motion or Action:**

Move to approve the 2018-2019 City of Lake Worth Official Calendar.

# OCTOBER 1, 2018- SEPTEMBER 30, 2019 PAY CALENDAR

## 2018-2019

OCTOBER 2018							NOVEMBER 2018							DECEMBER 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					

Thanksgiving Day &amp; the day after

Christmas Eve &amp; Christmas Day

JANUARY 2019							FEBRUARY 2019							MARCH 2019						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30
														31						

New Years Day

President's Day-Floater for non FD personnel

APRIL 2019							MAY 2019							JUNE 2019						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6				1	2	3	4							1
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						

Good Friday

Memorial Day

JULY 2019							AUGUST 2019							SEPTEMBER 2019						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28
28	29	30	31				25	26	27	28	29	30	31	29	30					

Independence Day

Labor Day &amp; Floater for FD Personnel

 PAY PERIOD END

 HOLIDAY

 LAST DAY TO TURN IN INVOICES FOR CHECK WRITE

 PAY DAY & A/P CHECK WRITE

**Lake Worth City Council Meeting – September 11, 2018**

**Agenda Item No. B.4**

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**From:** Stacey Almond, City Manager

**Item:** Approve the 2018–2019 Employee Compensation Plan.

**Summary:**

The City of Lake Worth Employee Compensation Plan has been updated to reflect departmental changes for Fiscal year 2018-2019.

The proposed compensation plan was reviewed at the August 10, 2018 Budget Workshop and direction was provided to staff to submit the plan for approval on September 11, 2018 with the below changes:

1. Increase the base salary for Police Officer to \$50,000; and
2. Increase the base salary for Firefighter to \$50,000.

**Fiscal Impact:**

1. Per the approved Budget for fiscal year beginning October 1, 2018 and ending September 30, 2019.

**Attachments:**

1. Employee Compensation Plan

**Recommended Motion or Action:**

Move to approve the 2018-2019 Employee Compensation Plan.

# CITY OF LAKE WORTH EMPLOYEE PAY SCALE

## PAY PLAN A - EXEMPT EMPLOYEES *Effective October 1, 2018*

Pay Grade	FLSA Status	Job Title	Pay Frequency	Minimum	Maximum
30	E	Purchasing Coordinator/Risk Manager	Annual	\$48,068.80	\$65,852.80
			Monthly	4,005.73	5,487.73
			Pay Period	1,848.80	2,532.80
			Hourly	23.11	31.66
35	E	City Secretary	Annual	\$61,875.00	\$84,769.00
35	E	Director of Building Development	Monthly	5,156.25	7,064.08
35	E	Human Resources Coordinator	Pay Period	2,379.81	3,260.35
35	E	Information Technology Manager	Hourly	29.75	40.75
35	E	Muni Court Director/Cust Svc Mgr			
35	E	Street & Maintenance Superintendent			
35	E	Water & Parks Superintendent			
40	E	Director of Library & Community Svcs	Annual	\$69,363.00	\$95,027.00
40	E	Director of Public Works	Monthly	5,780.25	7,918.92
			Pay Period	2,667.81	3,654.88
			Hourly	33.35	45.69
45	E	Director of Finance	Annual	\$92,258.00	\$110,709.60
45	E	Fire Chief	Monthly	7,688.17	9,225.80
45	E	Police Chief	Pay Period	3,548.38	4,258.06
			Hourly	44.35	53.23
50	E	Assistant City Manager	Annual	\$100,000.00	\$120,000.00
			Monthly	8,333.33	10,000.00
			Pay Period	3,846.15	4,615.38
			Hourly	48.08	57.69

# CITY OF LAKE WORTH EMPLOYEE PAY SCALE

## PAY PLAN B - NON-EXEMPT EMPLOYEES *Effective October 1, 2018*

Pay Grade	FLSA Status	Job Title	Pay Frequency	Minimum	Maximum
1	N	Administrative Assistant/Fire Dept	Hourly	\$10.06	\$14.21
1	N	Animal Control Officer			
1	N	Library Aide			
1	N	Municipal Court Clerk			
1	N	Senior Center Aide			
1	N	Senior Center Aide (As needed)	Hourly	\$10.06	\$10.06
All grade 1 are Part-time positions					
5	N	Building Maintenance Worker	Annual	\$29,818.00	\$38,750.00
5	N	Library Aide	Monthly	2,484.83	3,229.17
5	N	Mechanic I	Pay Period	1,146.85	1,490.38
5	N	Park Maintenance Worker I	Hourly	14.34	18.63
5	N	Street Maintenance Worker I			
5	N	Water/Sewer Tech I			
10	N	Mechanic II	Annual	\$33,000.00	\$44,700.00
10	N	Park Maintenance Worker II	Monthly	2,750.00	3,725.00
10	N	Street Maintenance Worker II	Pay Period	1,269.23	1,719.23
10	N	Water/Sewer Tech II	Hourly	15.87	21.49
15	N	Accounts Payable Clerk	Annual	\$34,248.00	\$45,712.00
15	N	Animal Control Officer	Monthly	2,854.00	3,809.33
15	N	Code Compliance Officer	Pay Period	1,317.23	1,758.15
15	N	Customer Service Clerk	Hourly	16.47	21.98
15	N	Help Desk Technician			
15	N	Municipal Court Clerk			
15	N	Permit Clerk			
15	N	Utility Billing Clerk			
15	N	Public Works Administrative Assistant			
20	N	Community Activities Coordinator	Annual	\$39,332.80	\$53,886.00
20	N	Crew Leader-Maintenance	Monthly	3,277.73	4,490.50
20	N	Crew Leader-Parks	Pay Period	1,512.80	2,072.54
20	N	Crew Leader-Street	Hourly	18.91	25.91
20	N	Crew Leader-Water			

FLSA Status E=Exempt, N=Non-Exempt

**CITY OF LAKE WORTH  
EMPLOYEE PAY SCALE**

**PAY PLAN B - NON-EXEMPT EMPLOYEES**  
*Effective October 1, 2018*

Pay Grade	FLSA Status	Job Title	Pay Frequency	Minimum	Maximum
25	N	Building Inspector	Annual	\$46,825.00	\$64,150.00
25	N	Planning & Zoning Administrator	Monthly	3,902.08	5,345.83
			Pay Period	1,800.96	2,467.31
			Hourly	22.51	30.84
30	N	Staff Accountant	Annual	\$48,068.80	\$65,852.80
			Monthly	4,005.73	5,487.73
			Pay Period	1,848.80	2,532.80
			Hourly	23.11	31.66

# CITY OF LAKE WORTH EMPLOYEE PAY SCALE

## PAY PLAN C - SWORN FIRE EMPLOYEES *Effective October 1, 2018*

Pay Grade	FLSA Status	Job Title	Pay Frequency	Minimum	Maximum
F1	N	Firefighter	Annual	\$50,000.00	\$58,808.00
			Monthly	4,166.67	4,900.67
			Pay Period	1,923.08	2,261.85
			Hourly	17.12	20.14
F2	N	Driver/Engineer	Annual	\$59,000.00	\$74,930.00
			Monthly	4,916.67	6,244.17
			Pay Period	2,269.23	2,881.92
			Hourly	20.21	25.66
F3	N	Captain	Annual	\$70,000.00	\$86,995.00
			Monthly	5,833.33	7,249.58
			Pay Period	2,692.31	3,345.96
			Hourly	23.97	29.79
Shift Personnel					
F3-1	E	Fire Marshal/Emergency Management	Annual	\$70,000.00	\$86,995.00
			Monthly	5,833.33	7,249.58
			Pay Period	2,692.31	3,345.96
			Hourly	33.65	41.82
Non-Shift Personnel					
F4	E	Division Chief-Operations	Annual	\$80,000.00	\$97,850.00
			Monthly	6,666.67	8,154.17
			Pay Period	3,076.92	3,763.46
			Hourly	38.46	47.04



# CITY OF LAKE WORTH EMPLOYEE PAY SCALE

## PAY PLAN D- SWORN POLICE EMPLOYEES *Effective October 1, 2018*

Pay Grade	FLSA Status	Job Title	Pay Frequency	Minimum	Maximum
P1	N	Police Recruit	Annual	\$42,011.00	\$42,011.00
			Monthly	3,500.92	3,500.92
			Pay Period	1,615.81	1,615.81
			Hourly	20.20	20.20
P2	N	Detective	Annual	\$50,000.00	\$61,000.00
P2	N	Police Officer	Monthly	4,166.67	5,083.33
P2	N	School Resource Officer	Pay Period	1,923.08	2,346.15
			Hourly	24.04	29.33
P3	N	Detective/Sergeant (*)	Annual	\$62,238.00	\$79,042.00
P3	N	Patrol Sergeant	Monthly	5,186.50	6,586.83
			Pay Period	2,393.77	3,040.08
			Hourly	29.92	38.00
<i>(*)As these positions are vacated they will be filled with Detective positions</i>					
P4	E	Patrol Lieutenant	Annual	\$75,000.00	\$90,000.00
			Monthly	6,250.00	7,500.00
			Pay Period	2,884.62	3,461.54
			Hourly	36.06	43.27
P5	E	Police Captain/Asst Chief of Police	Annual	\$80,000.00	\$97,850.00
			Monthly	6,666.67	8,154.17
			Pay Period	3,076.92	3,763.46
			Hourly	38.46	47.04

# CITY OF LAKE WORTH EMPLOYEE PAY SCALE

## PAY PLAN E- CIVILIAN POLICE EMPLOYEES *Effective October 1, 2018*

Pay Grade	FLSA Status	Job Title	Pay Frequency	Minimum	Maximum
P1-1	N	Administrative Assistant (*)	Annual	\$38,022.40	\$50,377.60
P1-1	N	Property & Evidence Technician (*)	Monthly	3,168.53	4,198.13
P1-1	N	Records Technician	Pay Period	1,462.40	1,937.60
P1-1	N	Telecommunicator	Hourly	18.28	24.22
<i>(*)Positions to remain vacant if Admin Asst/Property &amp; Evidence Tech is filled</i>					
P2-1	N	Admin Asst/Property & Evidence Tech (**)	Annual	\$41,825.00	\$55,415.00
			Monthly	3,485.42	4,617.92
			Pay Period	1,608.65	2,131.35
			Hourly	20.11	26.64
<i>(**)Position to be filled only if individual positions are vacant</i>					
P3-1	N	Telecommunications Supervisor	Annual	\$50,500.00	\$63,715.00
			Monthly	4,208.33	5,309.58
			Pay Period	1,942.31	2,450.58
			Hourly	24.28	30.63

## Lake Worth City Council Meeting – September 11, 2018

### Agenda Item No. B.5

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**From:** Debbie Whitley, Asst. City Manager/Director of Finance

**Item:** Approve Ordinance No. 1120, authorizing Texas Municipal Retirement System (TMRS) updated service credits, increases in retirement annuities and an increase in the employee deposit rate for employees from 6% to 7%, maintaining the City's matching rate at 2:1 with an effective date of January 1, 2019.

**Summary:**

An increase in the City's deposit rate from 6%, 2:1 to 7%, 2:1 will greatly benefit all participating employees by providing for increased retirement benefits. It will also assist in the City's efforts to remain competitive with employee benefits packages offered by other participating cities in our region.

**Fiscal Impact:**

The total cost of increasing the TMRS deposit rate for FYE 09/30/19 is \$155,218. The breakdown by fund is below:

GF - \$131,353	CCPD - \$14,477	WS - \$9,388
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Due to the proposed effective date of January 1, 2019, the increase in cost affects only 9 months of the 2019 budget year. Annualized the cost would be \$206,957, shown per fund below:

GF - \$175,137	CCPD - \$19,303	WS - \$12,517
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**Attachments:**

1. Ordinance No. 1120 authorizing Texas Municipal Retirement System (TMRS) updated service credits, increases in retirement annuities and increasing the employee deposit rate for employees from 6% to 7%, maintaining the City's matching rate at 2:1.

**Recommended Motion or Action:**

Move to approve Ordinance No. 1120 authorizing Texas Municipal Retirement System (TMRS) updated service credits, increases in retirement annuities and increasing the employee deposit rate for employees from 6% to 7%, maintaining the City's matching rate at 2:1.

## **ORDINANCE NO. 1120**

**AN ORDINANCE AUTHORIZING AND ALLOWING, UNDER THE ACT GOVERNING THE TEXAS MUNICIPAL RETIREMENT SYSTEM, "UPDATED SERVICE CREDITS" IN SAID SYSTEM ON AN ANNUAL BASIS FOR SERVICE PERFORMED BY QUALIFYING MEMBERS OF SUCH SYSTEM WHO AT THE EFFECTIVE DATE OF THE ALLOWANCE ARE IN THE EMPLOYMENT OF THE CITY OF LAKE WORTH; PROVIDING FOR INCREASED PRIOR AND CURRENT SERVICE ANNUITIES FOR RETIREES AND BENEFICIARIES OF DECEASED RETIREES OF THE CITY; TO INCREASE THE RATE OF DEPOSITS TO THE TEXAS MUNICIPAL RETIREMENT SYSTEM BY THE EMPLOYEES OF THE CITY; AND ESTABLISHING AN EFFECTIVE DATE FOR THE ORDINANCE.**

**WHEREAS**, the City of Lake Worth (the "City"), is a participating municipality in the Texas Municipal Retirement System (the "System"), and has undertaken to provide certain retirement, death and disability benefits to its employees pursuant to Subtitle G, Title 8, Government Code, as amended (hereinafter, the "TMRS Act"); and

**WHEREAS**, the City Council desires to authorize funding of such benefits as herein provided; now therefore,

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAKE WORTH, TEXAS:**

### **SECTION 1. Authorization of Updated Service Credits**

- (a) Pursuant to Sections 853.401 through 853.404 of the TMRS Act, each member of the System who has current service credit or prior service credit in the System in force and effect on the 1st day of January of the calendar year preceding such allowance, by reason of service in the employment of the City, and on such date had at least 36 months of credited service with the System, shall be and is hereby allowed "Updated Service Credit" (as that term is defined in subsection (d) of Section 853.402 of the TMRS Act).
- (b) On the terms and conditions set out in Section 853.601 of the TMRS Act, any member of the System who is eligible for Updated Service Credits on the basis of service with this City, who has unforfeited credit for prior service and/or current service with another participating municipality or municipalities by reason of previous service, and was a contributing member on the 1st day of January of the calendar year preceding such allowance, shall be credited with Updated Service Credits pursuant to, calculated in accordance with, and subject to adjustment as set forth in said Section 853.601, both as to the initial grant hereunder and all future grants under this ordinance.

- (c) The Updated Service Credit hereby allowed and provided for shall be 100% of the "base Updated Service Credit" of the member (calculated as provided in subsection (c) of Section 853.402 of the TMRS Act).
- (d) Each Updated Service Credit allowed hereunder shall replace any Updated Service Credit, prior service credit, special prior service credit, or antecedent service credit previously authorized for part of the same service.
- (e) In accordance with the provisions of subsection (d) of Section 853.401 of the TMRS Act, the deposits required to be made to the System by employees of the several participating departments on account of current service shall be calculated from and after the effective date of this ordinance on the full amount of such person's compensation as an employee of the City.

## **SECTION 2. Increase in Retirement Annuities**

- (a) On terms and conditions set out in Section 854.203 of the TMRS Act, the City hereby elects to allow and to provide for payment of the increases below stated in monthly benefits payable by the System to retired employees and to beneficiaries of deceased employees of the City under current service annuities and prior service annuities arising from service by such employees to the City. An annuity increased under this Section replaces any annuity or increased annuity previously granted to the same person.
- (b) The amount of the annuity increase under this Section is computed as the sum of the prior service and current service annuities on the effective date of retirement of the person on whose service the annuities are based, multiplied by 70% of the percentage change in Consumer Price Index for All Urban Consumers, from December of the year immediately preceding the effective date of the person's retirement to the December that is 13 months before the effective date of this Section.
- (c) An increase in an annuity that was reduced because of an option selection is reducible in the same proportion and in the same manner that the original annuity was reduced.
- (d) If a computation hereunder does not result in an increase in the amount of an annuity, the amount of the annuity will not be changed hereunder.
- (e) The amount by which an increase under this Section exceeds all previously granted increases to an annuitant is an obligation of the City and of its account in the benefit accumulation fund of the System.

**SECTION 3. Dates of Allowances & Increases** The initial allowance of Updated Service Credit and Increase in Retirement Annuities hereunder shall be effective on **January 1, 2019**, subject to approval by the Board of Trustees of the System. An allowance of Updated Service Credits and an increase in retirement annuities shall be made hereunder on January 1 of each subsequent year until this ordinance ceases to be in effect under subsection (e) of Section 853.404 of the TMRS Act, provided that, as to such subsequent year, the actuary for the System has made the determination set forth in subsection (d) of Section 853.404 of the TMRS Act.

**BE IT FURTHER ORDAINED:**

**Increased Deposit Rate:** All employees of the City, who are members of the Texas Municipal Retirement System, shall make deposits to the System at the rate of 7% of their individual earnings effective 1st day of January 2019.

**Effective Date.** Subject to approval by the Board of Trustees of the System, this ordinance shall be and become effective on the 1st day of January 2019.

**PASSED AND APPROVED** on this 11th day of September 2018.

**CITY OF LAKE WORTH**

\_\_\_\_\_  
Walter Bowen, Mayor

**ATTEST:**

\_\_\_\_\_  
Monica Solko, City Secretary

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Drew Larkin, City Attorney

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Debbie Whitley, ACM/Director of Finance

**Lake Worth City Council Meeting – September 11, 2018**

**Agenda Item No. B.6**

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**From:** Stacey Almond, City Manager

**Item:** Approval of the 2018 – 2019 City of Lake Worth Organizational Chart.

**Summary:**

The City of Lake Worth Organizational Chart has been updated to reflect the following departmental changes for Fiscal year 2018-2019:

1. Human Resources Coordinator has been restructured to report to the City Manager;
2. Division Chief – Operations is a new position being added to the Fire Department; and
3. Reclassification of the Fire Marshal/Emergency Management position.

**Fiscal Impact:**

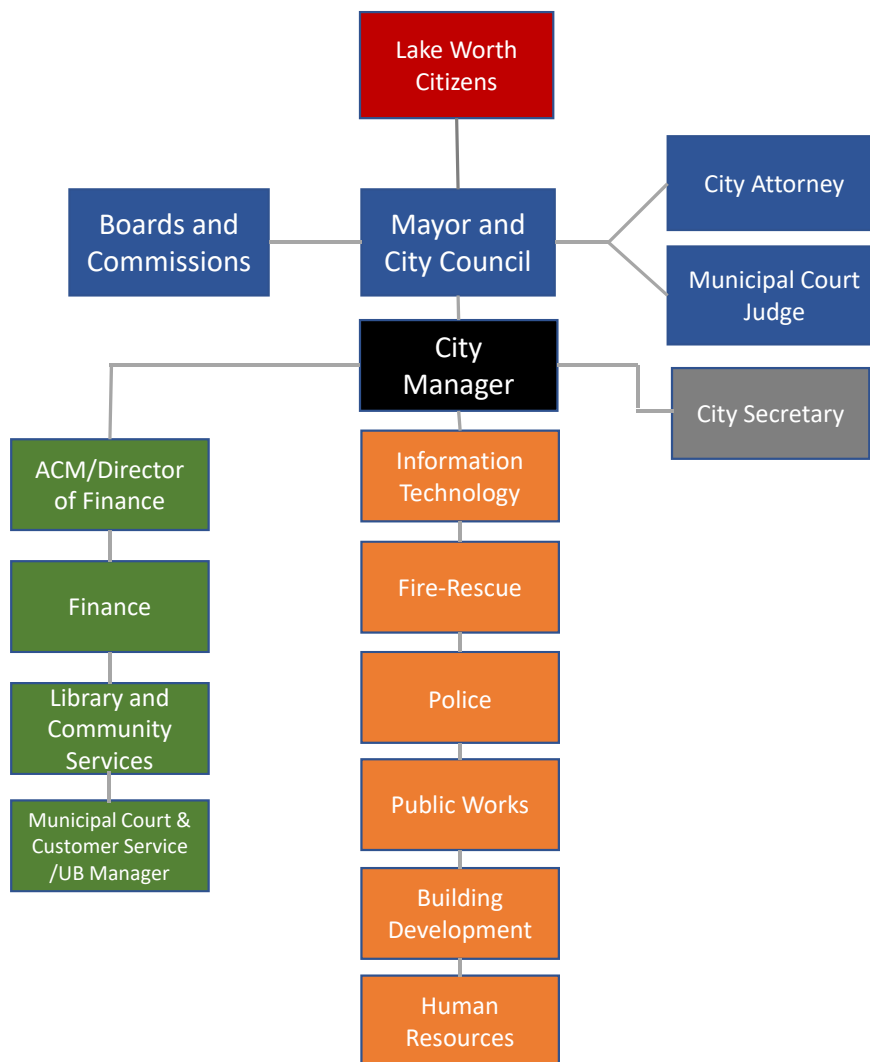
N/A

**Attachments:**

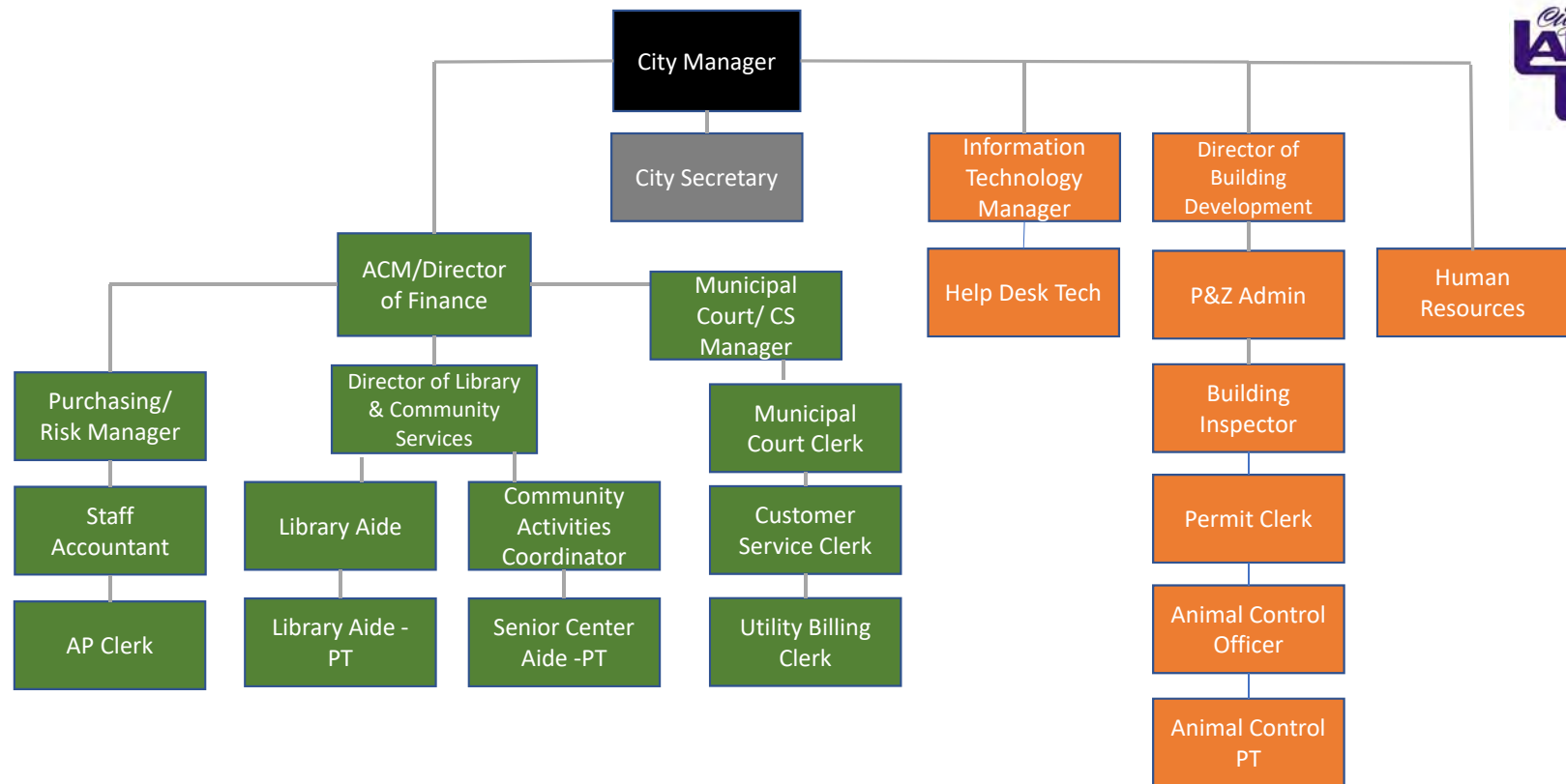
1. COLW Organizational Chart

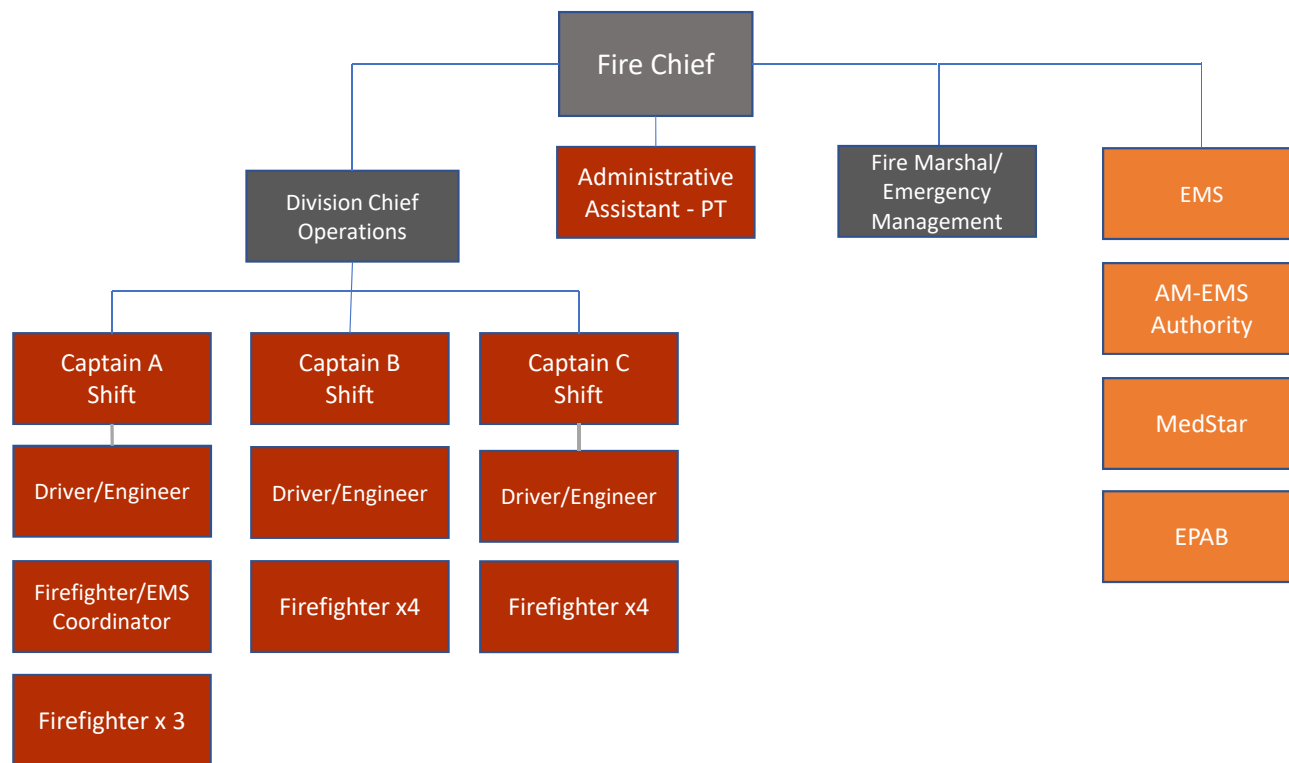
**Recommended Motion or Action:**

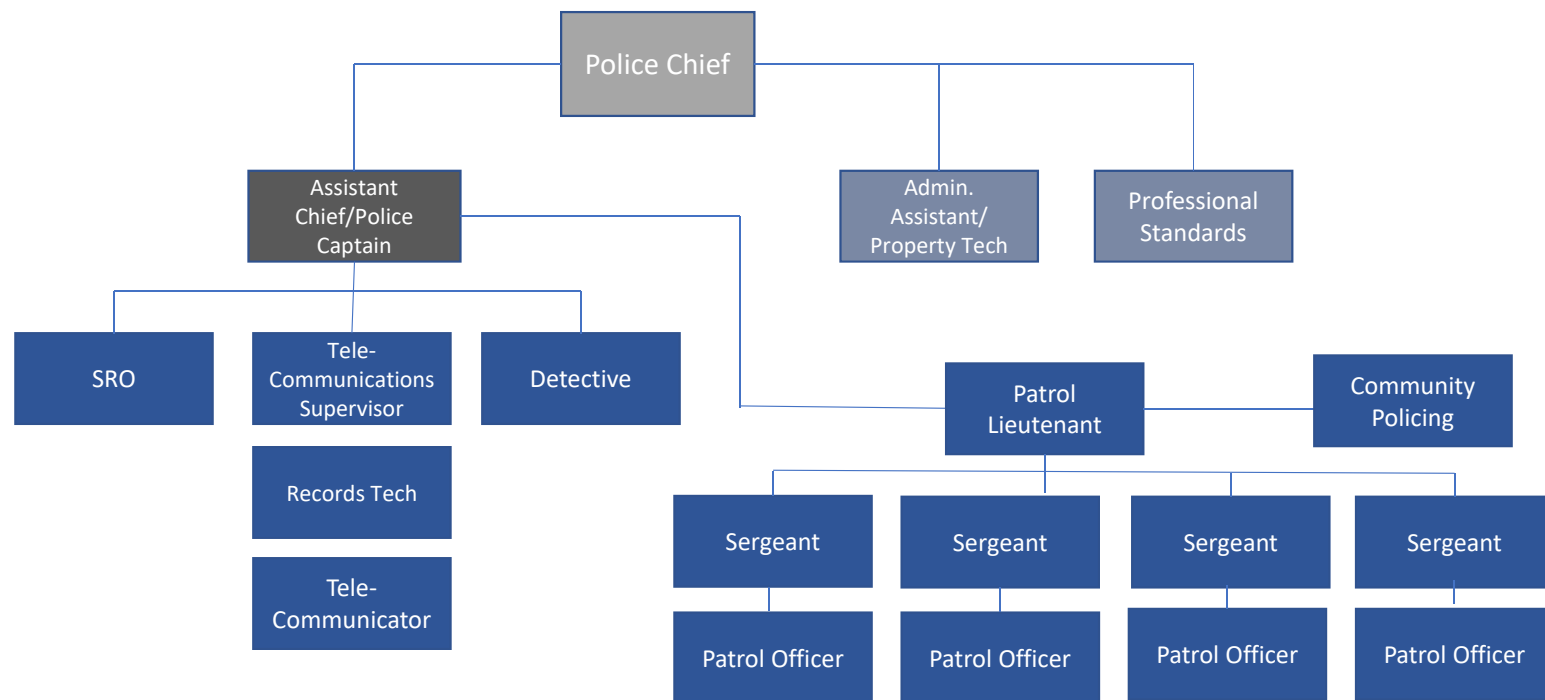
Move to approve the 2018-2019 City of Lake Worth Organizational Chart.

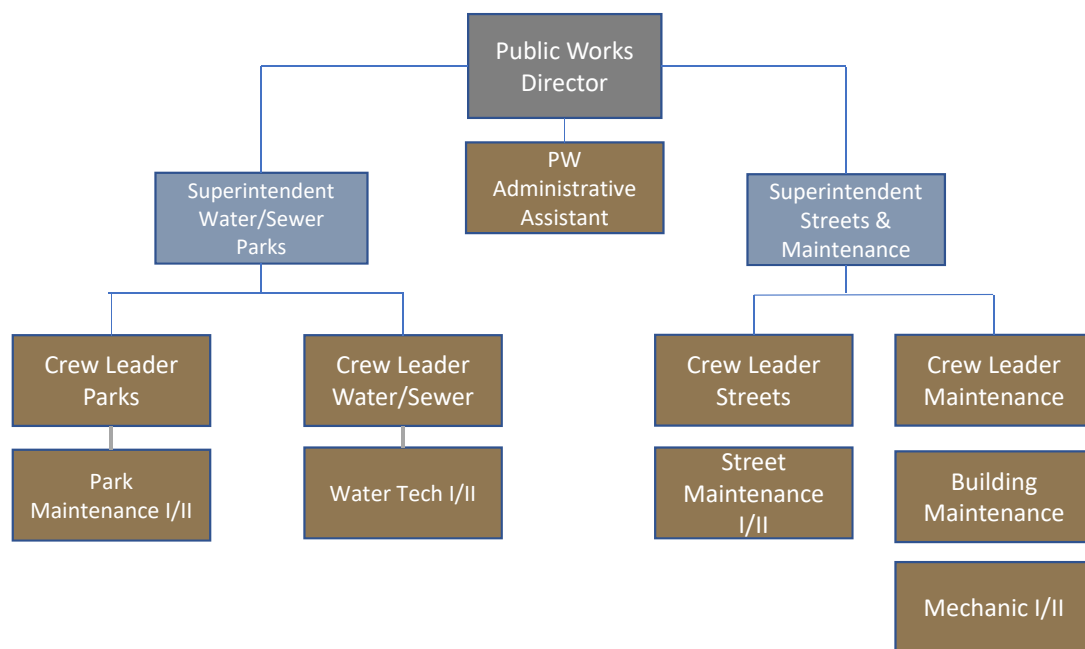












**Lake Worth City Council Meeting – September 11, 2018**

**Agenda Item No. B.7**

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**From:** Stacey Almond, City Manager

**Item:** Approve Resolution No. 2018-27, designating the Fort Worth Star-Telegram as the official newspaper of the City of Lake Worth.

**Summary:**

Section 52.004(a) of the Texas Local Government Code states “as soon as practicable after the beginning of each municipal year, the governing body of the municipality shall contract, as determined by ordinance or resolution, with a public newspaper of the municipality to be the municipality’s official newspaper until another newspaper is selected.”

The Fort Worth Star-Telegram has been the City of Lake Worth’s newspaper of record for many years. The Fort Worth Star-Telegram meets all the requirements of Section 2051.044 of the Texas Government Code to be designated an official newspaper.

**Fiscal Impact:**

N/A

**Attachments:**

1. Resolution No. 2018-27

**Recommended Motion or Action:**

Move to approve Resolution No. 2018-27 designating Fort Worth Star-Telegram the official newspaper for the City of Lake Worth.

**RESOLUTION NO. 2018-27**

**A RESOLUTION OF THE CITY OF LAKE WORTH DESIGNATING THE  
FORT WORTH STAR TELEGRAM AS THE OFFICIAL NEWSPAPER  
FOR THE CITY OF LAKE WORTH, TEXAS.**

**WHEREAS**, the City of Lake Worth, Texas a Home Rule municipality located in Tarrant County, created in accordance with the provisions of Chapter 9 of the Texas Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS**, Chapter 52, Subchapter A, Section 52.004(a) of the Texas Local Government Code provides that the governing body of a municipality shall designate an official newspaper for the City at the beginning of each fiscal year; and

**WHEREAS**, the City of Lake Worth's fiscal year begins on the 1st day of October and continues through the 30th day of September of each year; and

**WHEREAS**, Chapter 2051, Subchapter C, Section 2051.044 of the Texas Government Code sets forth the requirements of a newspaper of record and the Fort Worth Star Telegram meets all the criteria legally required of an officially designated newspaper for the City of Lake Worth.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY  
OF LAKE WORTH, TEXAS, THAT:**

**SECTION 1.**

The Fort Worth Star Telegram is hereby designated as the Official Newspaper for the City of Lake Worth, Texas, for the Fiscal Year 2018-2019.

**SECTION 2.**

The City Secretary is hereby directed to publish all Fiscal Year 2018-2019 notices and advertisements in the Fort Worth Star Telegram newspaper in accordance with the law.

**SECTION 3.**

This resolution shall become effective immediately from and after its passage and it is accordingly resolved.

**PASSED AND APPROVED** this the 11th day of September 2018.

**CITY OF LAKE WORTH**

By: \_\_\_\_\_  
Walter Bowen, Mayor

**ATTEST:**

\_\_\_\_\_  
Monica Solko, City Secretary

**Lake Worth City Council Meeting – September 11, 2018**

**Agenda Item No. B.8**

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**From:** Stacey Almond, City Manager

**Item:** Approve a contract renewal with the Fort Worth Star Telegram for newspaper publication services for FY 2018-2019.

**Summary:**

The current Newspaper Publication Services Contract between the City of Lake Worth and the Fort Worth Star Telegram will expire on September 30, 2018, unless renewed in writing by mutual agreement of the parties (pursuant to Section III of the contract).

Publications are required by state law to be published by the city such as ordinances, notices for election, budget, tax, bids and public hearings.

**Fiscal Impact:**

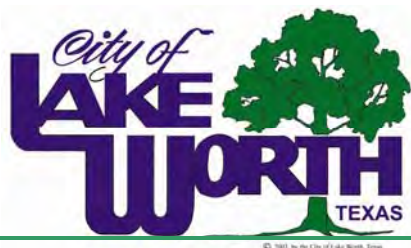
- \$3,000.00 - This will depend on the number of publications in FY 2018-2019.

**Attachments:**

1. Letter renewal

**Recommended Motion or Action:**

Move to approve a contract renewal with the Fort Worth Star Telegram for newspaper publication services for FY 2018-2019.



Office of the City Secretary  
3805 Adam Grubb Drive  
Lake Worth, Texas 76135-3509  
Phone: 817-237-1211  
Fax: 817-237-1333  
[citysecretary@lakeworthtx.org](mailto:citysecretary@lakeworthtx.org)

September 11, 2018

Fort Worth Star Telegram  
ATTN: Carla Crow  
Supervisor, Classified Advertising  
808 Throckmorton  
Fort Worth, Texas 76102

Dear Carla:

The current Newspaper Publication Services Contract between the City of Lake Worth and the Fort Worth Star Telegram will expire on September 30, 2018, unless renewed in writing by mutual agreement of the parties (pursuant to Section III of the contract). This letter is being submitted as a written request for the Fort Worth Star Telegram to renew the contract at the current rates of \$23.33 per 1 ½" (which calculates to \$1.00 per line).

If the Fort Worth Star Telegram agrees to accept, please sign/date below and return to me. Your consideration of this request is greatly appreciated. I look forward in hearing from you soon.

Thank you,

  
Monica Solko, TRMC  
City Secretary

FORT WORTH STAR TELEGRAM ACKNOWLEDGEMENT OF ACCEPTANCE OF AGREEMENT RENEWAL WITH THE CITY OF LAKE WORTH FOR AN ADDITIONAL YEAR, TO EXPIRE ON SEPTEMBER 30, 2019 AT RATES PER COLUMN INCH OF \$23.33 per 1 ½".

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date



## Lake Worth City Council Meeting – September 11, 2018

### Agenda Item No. B.9

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**From:** Danielle Hackbusch, Human Resources

**Item:** Approve Resolution No. 2018-28, revising job descriptions for the Accounts Payable Clerk, Assistant City Manager/Director of Finance, Detective, Division Chief/Fire Marshal, Driver/Engineer, Fire Captain, Help Desk Technician, Human Resources Coordinator, IT Manager, Patrol Lieutenant, Patrol Officer, Patrol Sergeant, Police Captain, Professional Standards Officer, Purchasing Coordinator/Risk Manager, Staff Accountant, Superintendent-Streets/Maintenance, Superintendent Water/Sewer/Parks, Telecommunications Supervisor, and Telecommunicator.

**Summary:**

The Accounts Payable Clerk, Assistant City Manager/Director of Finance, Detective, Driver/Engineer, Fire Captain, Help Desk Technician, Human Resources Coordinator, IT Manager, Patrol Lieutenant, Patrol Officer, Patrol Sergeant, Police Captain, Professional Standards Officer, Purchasing Coordinator/Risk Manager, Staff Accountant, Superintendent-Streets/Maintenance, Superintendent-Water/Sewer/Parks, Telecommunications Supervisor, and Telecommunicator job descriptions have been revised to more accurately define the duties, experience, physical abilities, and line of supervision exercised and received for each position.

The Division Chief/Fire Marshal job description has been split into two separate positions as follows:

- Division Chief/Operations
- Fire Marshal/Emergency Management

**Fiscal Impact:**

N/A

**Attachments:**

- |   |   |
|---|---|
| 1. Accounts Payable Clerk                     | 12. Patrol Officer                      |
| 2. Assistant City Manager/Director of Finance | 13. Patrol Sergeant                     |
| 3. Detective                                  | 14. Police Captain                      |
| 4. Division Chief/Operations                  | 15. Professional Standards Officer      |
| 5. Driver Engineer                            | 16. Purchasing Coordinator/Risk Manager |
| 6. Fire Captain                               | 17. Staff Accountant                    |
| 7. Fire Marshal/Emergency Management          | 18. Superintendent-Streets/Maintenance  |
| 8. Help Desk Technician                       | 19. Superintendent-Water/Sewer/Parks    |
| 9. Human Resources Coordinator                | 20. Telecommunications Supervisor       |
| 10. IT Manager                                | 21. Telecommunicator                    |
| 11. Patrol Lieutenant                         |   |

**Recommended Motion or Action:**

Move to approve Resolution No. 2018-28, revising descriptions for the Accounts Payable Clerk, Assistant City Manager/Director of Finance, Detective, Division Chief/Fire Marshal, Driver/Engineer, Fire Captain, Help Desk Technician, Human Resources Coordinator, IT Manager, Patrol Lieutenant, Patrol Officer, Patrol Sergeant, Police Captain, Professional Standards Officer, Purchasing Coordinator/Risk Manager, Staff Accountant, Superintendent-Streets/Maintenance, Superintendent-Water/Sewer/Parks, Telecommunications Supervisor, Telecommunicator and adding a new job description for Division Chief/Operations.

## RESOLUTION NO. 2018-28

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE WORTH, TEXAS, REVISING JOB DESCRIPTIONS FOR ACCOUNTS PAYABLE CLERK, ASSISTANT CITY MANAGER/DIRECTOR OF FINANCE, DETECTIVE, DIVISION CHIEF/FIRE MARSHAL, DRIVER ENGINEER, FIRE CAPTAIN, HELP DESK TECHNICIAN, HUMAN RESOURCES COORDINATOR, IT MANAGER, PATROL LIEUTENANT, PATROL OFFICER, PATROL SERGEANT, POLICE CAPTAIN/ASSISTANT CHIEF OF POLICE, PROFESSIONAL STANDARDS OFFICER, PURCHASING COORDINATOR/RISK MANAGER, STAFF ACCOUNTANT, SUPERINTENDENT-STREETS/MAINTENANCE, SUPERINTENDENT-WATER/SEWER/PARKS, TELECOMMUNICATIONS SUPERVISOR, AND TELECOMMUNICATOR, AND ADDING ONE (1) NEW JOB DESCRIPTION OF DIVISION CHIEF/OPERATIONS.**

**WHEREAS**, the Human Resources Coordinator has prepared and submitted revisions to job descriptions for Accounts Payable Clerk, Assistant City Manager/Director of Finance, Detective, Division Chief/Fire Marshal, Driver Engineer, Fire Captain, Help Desk Technician, Human Resources Coordinator, IT Manager, Patrol Lieutenant, Patrol Officer, Patrol Sergeant, Police Captain/Assistant Chief of Police, Professional Standards Officer, Purchasing Coordinator/Risk Manager, Staff Accountant, Superintendent-Streets/Maintenance, Superintendent-Water/Sewer/Parks, Telecommunications Supervisor, and Telecommunicator and added one (1) new job description of Division Chief/Operations for adoption; and

**WHEREAS**, the purpose of the revisions and the addition of one new job description is to more accurately define the duties, experience, physical abilities, and line of supervision exercised and received for each position listed; and

**WHEREAS**, these job descriptions apply to each of the respective positions unless specified otherwise by state law, city charter, departmental policy approved by the City Council or other official Council action.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE WORTH, TEXAS, THAT:**

The following job descriptions are hereby amended, and new job descriptions added as indicated and the job descriptions are hereby amended as attached, and shall be effective the 1st day of October 2018:

Current Title

New Title

Division Chief/Fire Marshal

Fire Marshal/Emergency Management

New Description

Division Chief/Operations

**PASSED AND APPROVED** this 11th day of September, 2018

**CITY OF LAKE WORTH:**

\_\_\_\_\_  
Walter Bowen, Mayor

**ATTEST:**

\_\_\_\_\_  
Monica Solko, TRMC  
City Secretary

# **City of Lake Worth**

## **Job Description**

**Job Title:** Accounts Payable Clerk

**Department:** Administration

**FLSA Status:** Non-Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Maintains records relating to accounts payable and accounts receivable. Responsible for the accuracy of payments to vendors and all other aspects of accounts payable.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives direct supervision from the Assistant City Manager/Director of Finance. This position does not supervise any other positions.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Enters various types of information into computer system including invoices and vendor data
- Distributes incoming mail to appropriate personnel or department
- Prepares and mails IRS Form 1099 to vendors as required
- Issues purchase orders as requested
- Maintains vendor files
- Responsible for printing and mailing vendor checks as scheduled
- Receives monies (that are not related to Municipal Court) from the Police Department
- Preparation of daily deposits
- Scans finance documents into Laserfiche and performs quality review of electronic records
- Other duties as assigned

### **MINIMUM JOB REQUIREMENTS**

#### **EDUCATION AND EXPERIENCE**

High School diploma or GED; one (1) year of related experience is preferred.

## **LICENSES AND CERTIFICATES**

Valid Class C Texas driver license

## **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a computer terminal
- Frequently walk, stand, and/or sit for prolonged periods of time
- Occasionally push, pull, lift, and/or carry up to 10 pounds
- Occasionally lift and/or move objects up to 20 pounds
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Frequently climbs stairs/ladders
- Operate office equipment including use of a computer keyboard
- Speak and hear to exchange information in the English language
- Operate a vehicle to travel to various locations

*The City of Lake Worth is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (ADA), the City of Lake Worth will provide reasonable accommodations to qualified individuals with disabilities.*

By my signature, I hereby certify that I have reviewed the description of my position and agree to perform the duties described therein. I understand that City of Lake Worth may make modifications, additions, or deletions to this job description at any time, and will notify me of any changes by sending me a revised copy for my review and signature.

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Employee's Signature

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Date

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Supervisor's Signature

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Date

# City of Lake Worth

## Job Description

**Job Title:** Assistant City Manager/Director of Finance

**Department:** Administration

**FLSA Status:** Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Assists the City Manager in providing top-level direction and administration of all departments within the City; effectively administering the affairs of the City in accordance with the City Charter, City Council policies and state and federal laws; planning, organizing, directing, coordinating, supervising and evaluating all departments of the city. Ensures that all accounting records are maintained according to Generally Accepted Accounting Practices (GAAP). Performs tasks on their own initiative and is expected to show the highest level of professional judgment.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives general supervision from the City Manager. This position assists the City Manager in the supervision of all departments of the city. This position directly supervises the Municipal Court Director/Customer Service Manager, Accounting Personnel, the Director of Library and Community Services, and the Purchasing Coordinator/Risk Manager.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Assists in planning, organizing, coordinating, directing, supervising and evaluation of all municipal activities, goals and policies
- Assists in directing and controlling department heads and other supervisory personnel in budgetary, personnel and other issues relating to city operations
- Assists in the preparation of the annual budget
- Implements City management philosophy
- Confers with public officials and citizen groups to enlist cooperation and explain city policies, procedures and actions
- Provides staff support to Council, boards, commissions, the City Manager and other staff members
- Assists in drafting ordinances, resolutions and proclamations as necessary
- Prepares monthly and annual reports, including financial, for the City Manager and City Council
- Assists in directing and controlling the resources of the City and all departments
- Assists in directing and controlling preparation of detailed agendas, forms, reports, grant applications and requests for proposals
- Recommends, establishes and implements programs, policies and procedures to maintain a modern, efficient and effective city government
- Attends City Council and other meetings and assists in directing follow-up on council and board requests
- Assists in identifying and planning short and long-range projects designed to upgrade various city operations to meet the growing need for services

- Maintains a working knowledge of federal, state and local laws and informs the City Manager, department heads and other personnel as necessary
- Receives and responds to complaints and directs follow-up
- Monitors legislative changes affecting the city and apprises the City Manager and department heads of their potential effect
- Monitors cash flow and authorizes transfers as required
- Other duties as assigned

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

Bachelor's Degree in Public or Business Administration; five to ten years progressive experience in local government or related field; Certified Government Finance Officer (CGFO) certification preferred; or equivalent combination of education and experience.

### **LICENSES AND CERTIFICATES**

Valid Class C Texas driver license.

### **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a computer terminal
- Frequently walk, stand, and/or sit for prolonged periods of time
- Occasionally push, pull, lift, and/or carry up to 10 pounds
- Occasionally lift and/or move objects up to 20 pounds
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Frequently climbs stairs/ladders
- Operate office equipment including use of a computer keyboard
- Speak and hear to exchange information in the English language
- Operate a vehicle to travel to various locations

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By my signature, I hereby certify that I have reviewed the description of my position and agree to perform the duties described therein. I understand that City of Lake Worth may make modifications, additions, or deletions to this job description at any time, and will notify me of any changes by sending me a revised copy for my review and signature.

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Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

# City of Lake Worth

## Job Description

**Job Title:** Detective

**Department:** Police

**FLSA Status:** Non-exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Processes crimes against individuals and property resulting in investigative cases being filed. Performs involved and detailed investigative processes, which encompass crimes where intent is a fundamental element. Through investigation, determines the facts in the case, identifies and locates suspects, establishes the proper charge and prepares the prosecution report containing the information necessary for the filing of the case. Arraigns suspects before a magistrate, interrogates suspects and files supplements to the offense report.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives supervision from the Administrative Services Commander. This position supervises all departmental investigators and all Police Officers at crime scenes, regardless of rank, except when relieved from command by a superior officer.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Counsels and releases juvenile offenders to parents or transfers them to the Juvenile Detention Facility
- Enforces state and federal laws pertaining to narcotics and dangerous drugs
- Conducts crime scene searches
- Conducts searches for physical evidence at crime scenes
- Presents programs pertaining to all phases of Criminal Investigation
- Makes initial and follow-up contact with victims to obtain information on possible suspects
- Identifies and recovers stolen property by use of seizures through established pawnshop procedures, consent to search and search warrants
- Originates offense reports when necessary
- Assists other segments of the Department and other agencies as requested
- Investigates theft complaints
- Investigates traffic accidents involving serious bodily or death
- Investigates crimes against persons
- Collects, preserves and identifies physical evidence
- Keeps records of cases assigned and the outcome of investigations
- Assists other officers in raids and specialized types of investigation on assignments
- Presents evidence and testifies in court as required
- Files all criminal cases with the District Attorney's Office
- Makes arrests, books and transports prisoners (including juveniles) to County jail or Juvenile Detention, and releases prisoners when necessary
- Works an assigned shift and investigates cases assigned
- Is subject to being called out for investigations
- Participates in department programs to improve community relations



- Coordinates criminal activity with other police agencies
- Covers Patrol Sergeant duties when required
- Other duties as assigned

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

High School diploma or GED; five years law enforcement experience

### **LICENSES AND CERTIFICATES**

Valid Class C Texas driver license; Intermediate Peace Officer Certification or higher (approved equivalent as accepted by TCOLE) or equivalent combination of education and experience.

## **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a computer terminal and city vehicle
- Walk, stand, sit, or run for prolonged periods of time
- Regularly push, pull, lift, and/or carry up to 10 pounds
- Frequently lift and/or move objects up to 50 pounds
- Occasionally lift and/or move objects up to 100 pounds or more
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Operate office equipment including use of a computer keyboard
- Speak and hear to exchange information in English
- Operate a vehicle to travel to various locations
- Operate and use specialized law enforcement tools and equipment including guns and handcuffs
- Restrain or subdue individuals

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By my signature, I hereby certify that I have reviewed the description of my position and agree to perform the duties described therein. I understand that City of Lake Worth may make modifications, additions, or deletions to this job description at any time, and will notify me of any changes by sending me a revised copy for my review and signature.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

# City of Lake Worth

## Job Description

**Job Title:** Division Chief/ Operations

**Department:** Fire

**FLSA Status:** Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Plans, organizes, coordinates and directs the emergency and non-emergency activities of the fire suppression company; commands emergency response scenes; directs and performs a variety of staff support functions.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives supervision and direction from the Fire Chief. In the absence of the Fire Chief this position exercises overall supervision of departmental activities and personnel.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Plans, coordinates and supervises all fire and EMS service activities on a day to day basis, emergency response, and administrative activities
- Prepares paper work for training, emergency response, leave requests, purchase documents and budget requests
- Prepares correspondence, records, files and reports related to the activities of an assigned company
- Prepares evaluations for assigned staff, counsels on performance and development needs
- Inspects records, daily logs, and department facilities to ensure proper safety practices
- Interprets department policies, procedures and safety practices and ensures understanding and compliance
- Responds to emergency and non-emergency incidents, utilizes the incident command system to direct activities and communications in fire and/or emergency situations, takes action to mitigate hazards and treat patients, makes decisions affecting life and property under emergency circumstances, develops tactics and strategies for major or critical incidents
- Oversees and participates in the development and administration of the Fire Department annual budget, anticipating funds needed for staffing, equipment, materials, and supplies, while monitoring and approving expenditures and implementing adjustments as needed
- Plans, schedules, assigns and participates in equipment and station maintenance, company drills and training, and company fire inspections
- Serve as the liaison for the Fire Division with other divisions, departments, and outside agencies; negotiates and resolves sensitive and controversial issues; coordinates special community programs
- Demonstrates knowledge of the proper methods of performing the various techniques in fire prevention, investigation and education
- In the absence of the Fire Chief, is accountable for all duties and responsibilities of the Fire Chief
- Responds to calls within the Fire district in a reasonable amount of time
- Other duties as assigned

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

- Bachelor's Degree in Fire Science, Public Administration or related field
- Texas Fire Chief's Academy Graduate (preferred)
- Minimum of ten (10) years fire service experience, with five (5) years as an officer

### **LICENSES AND CERTIFICATES**

- Valid Class B Exempt Texas driver license or CDL
- T.C.F.P Certified Advanced Fire Fighter
- T.C.F.P Certified Basic Fire Inspector (Preferred)
- T.C.F.P Certified Fire Officer II (Officer III & IV preferred)
- T.C.F.P Certified Fire Instructor II
- T.C.F.P Certified Hazmat Technician or obtain within 1 year.
- TDHHS Certified Basic EMT (Paramedic Preferred)

### **PHYSICAL AND OTHER ABILITIES**

- Must possess the visual acuity to operate a city vehicle, operate a computer terminal, inspect buildings/construction sites, and read plans/blueprints
- Walk, stand, sit, or run for prolonged periods of time
- Regularly push, pull, lift, and/or carry up 10 pounds
- Frequently lift and/or move objects up to 50 pounds
- Occasionally lift and/or move objects up to 100 pounds or more
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Operate office equipment including use of a computer keyboard
- Speak and hear effectively to exchange information in the English language
- Operate a vehicle to travel to various locations
- Operate and use specialized firefighting tools and equipment

Work in complex, potentially hazardous outdoor environment performing investigation activities. Work involves moderate risks or discomforts which require special safety precautions, e.g., working under extreme outdoor weather conditions, working around moving parts, carts, or machines, irritant chemicals, etc. May be required to use protective clothing or gear such as masks, coats, goggles, gloves, or shields. The candidate must be able to be certified by an M.D. to be able to meet the medical conditions in the latest edition of NFPA 1582.

*The City of Lake Worth is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (ADA), the City of Lake Worth will provide reasonable accommodations to qualified individuals with disabilities.*

I have read and understand the duties and responsibilities of this job description.

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Employee's Signature

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Date

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Supervisor's Signature

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Date

# City of Lake Worth

## Job Description

**Job Title:** Driver Engineer

**Department:** Fire

**FLSA Status:** Non-Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Performs participatory work of considerable difficulty in the administrative service division relating to fire suppression, emergency medical, rescue and hazardous materials operations.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives supervision from a Fire Captain, Division Chief(s), and Fire Chief. This position does not directly supervise any other position.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Acts as the Duty Officer in the absence of the Captain
- Must possess a great knowledge of Lake Worth response geography
- Must possess and maintain the ability to operate all Lake Worth fire apparatus and equipment IAW NFPA 1001 & 1002
- Must be extensively familiar with all fire apparatus and equipment, maintain the ability to operate all apparatus and auxiliary equipment including but not limited to pumps, aerial and ground ladders, hydraulic controls, jacks, lighting, manual overrides and communications equipment
- Must be able to troubleshoot problems relating to fire pump operations including foam applications, aerial ladder operations and general apparatus functions.
- Must exhibit and maintain the ability to safely drive and operate all fire apparatus while responding in emergency situations and in normal and adverse conditions
- Participates in fire suppression, rescue, salvage and overhaul, emergency medical activities and hazardous materials operations in the field
- Administers emergency medical aid to the sick and injured
- Carries and connects fire hoses of various weights for proper placement read gauges and hydraulic readings
- Cleans and maintains the fire station facilities and other equipment
- Tests assigned fire hydrants and hoses
- Participates in and occasionally conducts fire training classes and drills
- Studies technical materials related to the field to improve and/or maintain an effective performance level

- Studies maps of the city to learn all streets and hydrants for the shortest and quickest response
- Inspect commercial buildings for fire safety
- Attends meetings and seminars as required
- Keeps records and prepares necessary reports
- Assists with inspection and fire safety education programs
- Responds to emergency call backs as needed
- Participates in inspections, educational programs and other fire prevention activities
- Participates in mandatory Wellness/Fitness program
- Other duties as assigned
- Perform briefings to on-coming shift of apparatus issues found during shift

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

High School diploma or GED; Three (3) years' experience as a full-time firefighter

### **LICENSES AND CERTIFICATES**

Valid Class B Exempt Texas driver license or CDL

TDHHS Basic EMT-Basic/National Registered EMT or above

TCFP Certified Basic Firefighter

TCFP Certified Basic Instructor

TCFP Certified Incident Safety Officer (within 1 year of appointment)

TCFP Certified Officer I (within 1 year of appointment)

TCFP Certified Driver Operator (within 2 years of appointment)

## **PHYSICAL AND OTHER ABILITIES**

- Must possess the visual acuity to operate a city vehicle, operate a computer terminal, inspect buildings/construction sites, and read plans/blueprints
- Walk, stand, sit, or run for prolonged periods of time
- Regularly push, pull, lift, and/or carry up to 10 pounds
- Frequently lift and/or move objects up to 50 pounds
- Occasionally lift and/or move objects up to 100 pounds or more
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Operate office equipment including use of a computer keyboard
- Speak and hear effectively to exchange information in the English language
- Operate a vehicle to travel to various locations
- Operate and use specialized firefighting tools and equipment

Work in complex, potentially hazardous outdoor environment performing fire suppression activities. Work involves moderate risks or discomforts which require special safety precautions, e.g., working under extreme outdoor weather conditions, working around moving parts, carts, or machines, irritant chemicals, etc. May be required to wear protective clothing or gear such as masks, coats, goggles, gloves, or shields. The candidate must be able to be certified by an M.D. to be able to meet the medical conditions in the latest edition of NFPA 1582.

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By my signature, I hereby certify that I have reviewed the description of my position and agree to perform the duties described therein. I understand that the hourly pay for this position already includes step-up pay to fill in for the Duty Officer/Captain. I also understand that City of Lake Worth may make modifications, additions, or deletions to this job description at any time, and will notify me of any changes by sending me a revised copy for my review and signature.

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Employee's Signature

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Date

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Supervisor's Signature

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Date

# City of Lake Worth

## Job Description

**Job Title:** Fire Captain

**FLSA Status:** Non-Exempt

**Department:** Fire

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Performs supervisory and participatory work of considerable difficulty in the administrative service division relating to fire suppression, emergency medical, rescue and hazardous materials operations.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives supervision from the Division Chief and Fire Chief. This position supervises all positions under the rank of Captain.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Oversees training of new firefighters
- Conducts performance evaluations of assigned personnel
- Responsible for entering written reports, daily line ups, daily activities, inspections, hydrants, other events in the departments reporting system ERS
- Follows all Department and City SOG/SOP's as well as directives from Chief Officers
- Maintains discipline and enforces City and Departmental policies, procedures, and directives
- Answers, screens and refers calls from citizens requesting fire department assistance
- Inspects personnel, vehicles and equipment noting any problems that need correction and ensures that corrections are made
- Makes recommendations regarding the work and employment status of assigned personnel
- Assists in coordinating special events
- Participates in fire suppression, rescue, salvage and overhaul, emergency medical activities and hazardous materials operations in the field
- Administers emergency medical aid to the sick and injured
- Carries and connects fire hoses of various weights for proper placement
- Directs water and chemicals on burning structures, vegetation, vehicles and other objects
- Carries and sets up ladders of various sizes for proper placement
- Drives fire apparatus and pumps water at the scene
- Cleans and maintains the fire station facilities and other equipment
- Tests all assigned fire hydrants and hoses

- Participates and instructs fire training classes and drills
- Participates in and leads daily physical fitness training
- Maintains physical endurance and agility
- Studies technical materials related to the field to improve and/or maintain an effective performance level
- Knows all street information, fire hydrants, sprinkler systems, alarm systems, and lock box locations in their fire district.
- Attends meetings and seminars as required
- Keeps records and prepares necessary reports
- Assists with commercial building inspections and fire safety education programs
- Works as the Incident Commander until relieved a member of senior staff
- Makes decisions as to best method of performing rescues, extinguishing structural and wildland fires and extricating victims
- Responds to call backs in a timely manner
- Participates in mandatory Wellness/Fitness program
- Maintains physical endurance and agility
- Other duties as assigned

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

High School diploma or General Education Degree; five (5) years total experience as a full-time firefighter

### **LICENSES AND CERTIFICATES**

Current Texas Class B Exempt driver license or CDL  
 TCFP Firefighter Advanced (or eligible for advanced certification)  
 TCFP Officer I (Officer II within one year of appointment)  
 TCFP Inspector Basic  
 TCFP Instructor II  
 TCFP Incident Safety Officer (within one year of appointment)  
 TCHHS EMT Basic  
 Current EPAB Medical Protocols' certification

## **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a city vehicle and a computer
- Walk, stand, sit, or run for prolonged periods of time
- Regularly push, pull, lift, and/or carry up to 10 pounds
- Frequently lift and/or move objects up to 50 pounds
- Occasionally lift and/or move objects up to 100 pounds or more
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Operate office equipment including use of a computer keyboard
- Speak and hear effectively to exchange information in the English language
- Operate a vehicle to travel to various locations
- Operate and use specialized firefighting tools and equipment



Work in complex, potentially hazardous outdoor environment performing investigation activities. Work involves moderate risks or discomforts which require special safety precautions, e.g., working under extreme outdoor weather conditions, working around moving parts, carts, or machines, irritant chemicals, etc. May be required to wear protective clothing or gear such as masks, coats, goggles, gloves, or shields. The candidate must be able to be certified by an M.D. to be able to meet the medical conditions in the latest edition of NFPA 1582.

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Employee's Signature

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Date

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Supervisor's Signature

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Date

# City of Lake Worth

## Job Description

**Job Title:** Fire Marshal/Emergency Management

**Department:** Fire

**FLSA Status:** Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Performs supervisory and participatory work in the administrative service division relating to the Bureau of Prevention, and Emergency Management.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives supervision and direction from the Fire Chief. This position may supervise the departmental activities and personnel in the absence of the Fire Chief and Division Chief of Operations.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Performs inspections and pre-fire planning of all schools, churches, daycare centers, commercial and industrial establishments, multiple-family dwellings, nursing homes and other places as outlined to check for fire hazards and compliance with applicable laws, ordinances and regulations, taking appropriate action against violators
- Conducts and supervises fire drills at local schools, daycare centers, nursing homes and other places of interest when needed
- Ensures that all new and existing buildings meet city codes
- Oversees the investigation of fires to determine the origin and completes all related reports
- Directs assigned personnel in conducting inspections and investigations
- Attends meetings and seminars as required
- Maintains and files all required state and local reports
- Keeps records and prepares monthly and annual reports as required
- Manages records, including retention and reporting to outside agencies
- Demonstrates knowledge of the proper methods of performing the various techniques in fire prevention, investigation and education (Fire Safety Programs)
- Review and approval of plans for construction, installation and operation of equipment and structures to ensure they meet the fire safety requirements for all State and local codes and ordinances
- Conducts plan review, installation inspections and permit inspections of fire sprinkler and suppression systems
- Manages the investigation of all fires and bomb incidents and prepares criminal cases
- Responds to emergency and non-emergency incidents, utilizes the incident command system to direct activities and communications in fire and/or emergency situations, takes action to mitigate hazards and treat patients, makes decisions affecting life and property under emergency circumstances, develops tactics and strategies for major or critical incidents
- Develops community warning tools, notification systems and the policies, procedures and training programs for the effective and efficient dissemination of emergency information.

- Oversees and ensures the proper implementation of emergency operations plans for various emergency situations; and monitors the preparedness of emergency response staff
- Provides technical assistance and advice to various City departments in planning for emergency and disaster situations
- Coordinates emergency management and operational activities with those of other divisions and outside agencies and organizations.
- Operational characteristics, services and activities of an emergency management program
- Emergency Operations Center operations, procedures, incident command system, national response plan, shelter operations, damage assessments and disaster declaration process
- Modern and complex principles and practices of emergency management program development and implementation
- Other duties as assigned

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

- Associate Degree in Fire Science, Emergency Management or related field. (Bachelor's Degree preferred)
- Minimum of eight (8) years full time firefighter experience

### **LICENSES AND CERTIFICATES**

- Valid Class B Exempt Texas driver license or CDL
- T.C.F.P Certified Advanced Fire Fighter
- T.C.F.P Certified Basic Fire Inspector
- T.C.F.P Certified Basic Fire Investigator
- T.C.F.P Certified Fire Instructor I
- T.C.F.P Certified Hazmat Technician or obtain within 1 year.
- TDHHS Certified Basic EMT
- TCOLE Certified Basic Peace Officer

## **PHYSICAL AND OTHER ABILITIES**

- Must possess the visual acuity to operate a city vehicle, operate a computer terminal, inspect buildings/construction sites, and read plans/blueprints
- Walk, stand, sit, or run for prolonged periods of time
- Regularly push, pull, lift, and/or carry up to 10 pounds
- Frequently lift and/or move objects up to 50 pounds
- Occasionally lift and/or move objects up to 100 pounds or more
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Operate office equipment including use of a computer keyboard
- Speak and hear effectively to exchange information in the English language
- Operate a vehicle to travel to various locations
- Operate and use specialized firefighting tools and equipment

Work in complex, potentially hazardous outdoor environment performing investigation activities. Work involves moderate risks or discomforts which require special safety precautions, e.g., working under extreme outdoor weather conditions, working around moving parts, carts, or machines, irritant chemicals, etc. May be

required to use protective clothing or gear such as masks, coats, goggles, gloves, or shields. The candidate must be able to be certified by an M.D. to be able to meet the medical conditions in the latest edition of NFPA 1582.

*The City of Lake Worth is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (ADA), the City of Lake Worth will provide reasonable accommodations to qualified individuals with disabilities.*

I have read and understand the duties and responsibilities of this job description.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

# **City of Lake Worth**

## **Job Description**

**Job Title:** Help Desk Technician

**Department:** Information Technology

**FLSA Status:** Non- Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

To perform work necessary for the ongoing operations of all city technological equipment and processes, provide assistance to city staff with regard to city technological equipment, and assist in implementing new software, equipment and processes with direction from the Information Technology Manager.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives direct supervision from the Information Technology Manager. This position does not supervise any other positions.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

The Help Desk Technician will be responsible for providing superior first level support to end users including identification, escalation, referral, and follow-up on desktop, network, and applications issues.

Duties include but are not limited to:

- Answering, evaluating and prioritizing incoming telephone, email, and in-person requests
- Collecting information and leading users through diagnostic procedures to determine the source of the problem, resolving problems, or referring to other technical staff as needed
- Logging and tracking help requests, maintaining historical records and related problem resolution documentation
- Configuration of computers, printers, and other peripheral devices
- Providing other support to the IT Department Head as needed
- Other duties as assigned

### **MINIMUM JOB REQUIREMENTS**

#### **EDUCATION AND EXPERIENCE**

High School Diploma or GED; A.A. degree or equivalent from a two-year college or technical school, or a minimum of six months of help desk related experience preferred. Experience installing and configuring personal and laptop computers in a Windows environment preferred. Familiarity with MS office applications (Excel, Word,

PowerPoint); excellent customer service and problem solving skills; excellent verbal and written communication; strong initiative and team player; ability to work well under pressure and to manage multiple priorities; attention to detail; professional attitude; ability to work in a fast-paced, achievement-oriented environment; commitment to excellence and customer service ability to work after hours on an occasional basis.

### **LICENSES AND CERTIFICATES**

Valid Class C Texas driver license; A+ Certification (within 1 year of hire)

### **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a computer terminal
- Frequently walk, stand, and/or sit for prolonged periods of time
- Occasionally push, pull, lift, and/or carry up 10 pounds
- Occasionally lift and/or move objects up to 20 pounds
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Frequently climbs stairs/ladders
- Operate office equipment including use of a computer keyboard
- Speak and hear to exchange information in the English language
- Operate a vehicle to travel to various locations

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By my signature, I hereby certify that I have reviewed the description of my position and agree to perform the duties described therein. I understand that City of Lake Worth may make modifications, additions, or deletions to this job description at any time, and will notify me of any changes by sending me a revised copy for my review and signature.

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Employee's Signature

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Date

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Supervisor's Signature

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Date

# City of Lake Worth

## Job Description

**Job Title:** Human Resources Coordinator

**Department:** Administration

**FLSA Status:** Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Responsible for coordination of and maintenance of all city employee records and related information. Coordinates the hiring and retention of employees including benefit programs and any other programs or training opportunities. Maintains all workers' compensation reports and forms as required by state law. Oversees the health, dental and other employee insurance policies of the City.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives general supervision from the City Manager. This position does not supervise any other positions.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Conducts new employee orientations
- Conducts employee exit interviews
- Maintains all human resource records and coordinates information with the Staff Accountant for payroll purposes
- Monitors and creates job descriptions and posts available positions as needed
- Reviews and maintains the City's Personnel Policy
- Notifies City Manager of any human resource discrepancies
- Drafts policies and other directives for review by the City Manager
- Monitors legislative changes that affect the human resource functions of the city
- Prepares and monitors the City's employee insurance policies making recommendations as needed
- Prepares and monitors workers' compensation reports
- Serves as backup for payroll processing
- Serves as backup for risk management functions
- Prepares reports, letters, memoranda, charts, worksheets and other materials as related to human resources
- Willing to obtain necessary training and certifications to perform job functions
- Be proficient with the use of Microsoft Office Products applications
- Other duties as assigned

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

High School diploma or GED; minimum of an Associate Degree in related field or equivalent combination of education and experience; three to five years progressive experience in local government or related field.

### **LICENSES AND CERTIFICATES**

Valid Class C Texas driver license

### **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a computer terminal
- Frequently walk, stand, and/or sit for prolonged periods of time
- Occasionally push, pull, lift, and/or carry up to 10 pounds
- Occasionally lift and/or move objects up to 20 pounds
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Frequently climbs stairs/ladders
- Operate office equipment including use of a computer keyboard
- Speak and hear to exchange information in the English language
- Operate a vehicle to travel to various locations

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Employee's Signature

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Date

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Supervisor's Signature

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Date



# City of Lake Worth

## Job Description

**Job Title:** Information Technology Manager

**Department:** Administration

**FLSA Status:** Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Under general direction, functions as the administrative head of the Information Technology Department and is the final departmental authority in all matters of policy and operation; organizes, directs and controls all information technology activities; plans and manages a comprehensive and integrated information technology program to deliver cost effective, reliable, timely, high quality computer and telecommunications systems and information services; acts as the City's primary authority on information technology issues; performs other related work as required. Assists the Assistant City Manager/Director of Finance in preparation of monthly, quarterly and annual reporting requirements.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives general supervision from the City Manager. This position supervises the Help Desk Technician

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Establishes the mission of the Information Technology Department through and in response to the assessment of City needs and priorities
- Directs and participates in the development of goals, objectives, policies and procedures for the Information Technology Department
- Plans and directs a comprehensive and integrated information technology program and plan pertaining to City-wide needs and use of related equipment and technologies involving areas such as computers, networking, systems and programming, geographic information systems (GIS) and telecommunications
- Directs systems design, development and implementation of new or enhanced systems
- Establishes citywide information technology standards including those for hardware, software and local area networks; coordinates and reviews acquisition of hardware, software and automation-related services, including development and implementation of long-range funding plans
- Directs technical assistance and user support functions
- Oversees coordinated selection, contract negotiation and monitoring of contracted service providers
- Plans, directs, conducts and/or reviews studies and reports
- Provides staff support to assigned boards and commissions
- Confers with other departments, agencies, public officials, vendors and contract providers regarding information technology issues; makes presentations on information technology projects, programs, plans and activities

- Participates in City management staff meetings with other Department Directors; discusses and reviews overall City problems and priorities; may serve on special task forces or direct the conduct of projects having a general City-wide impact
- Oversees preparation and administration of departmental budgets
- Other duties as assigned

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

High School diploma or GED; three to five years of experience in the information technology field.

### **LICENSES AND CERTIFICATES**

Valid Class C Texas driver license

## **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a computer terminal
- Frequently walk, stand, and/or sit for prolonged periods of time
- Occasionally push, pull, lift, and/or carry up to 10 pounds
- Occasionally lift and/or move objects up to 20 pounds
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Frequently climbs stairs/ladders
- Operate office equipment including use of a computer keyboard
- Speak and hear to exchange information in the English language
- Operate a vehicle to travel to various locations

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\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

# City of Lake Worth

## Job Description

**Job Title:** Patrol Lieutenant

**Department:** Police

**FLSA Status:** Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Enforces Federal, State and local laws and ordinances under general direction and as outlined by departmental policies and procedures. Performs various duties to support law enforcement activities as well as provide service to the citizens in an efficient and professional manner. Assists and directs patrol officers and telecommunication personnel as needed. Performs administrative duties as assigned by the Police Chief.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives supervision from the Police Captain/Assistant Chief of Police. This position supervises the Patrol Division of the Police Department.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Serves as Police Captain in the absence of the Police Captain and fills in for Sergeants as needed
- Patrols assigned district and receives dispatched calls for service to help prevent crime, aid citizens needing assistance and arrest violators of the law
- Enforces traffic laws, monitors school crossings and provides escorts to ensure safe motor vehicle operation throughout the City
- Prepares written reports as required by specific assignments
- Answers, screens and refers calls from citizens requesting police services
- Develops and implements community-based policing strategies and programs
- Instructs citizens, businesses, schools and civic organizations about methods and techniques that may help prevent one from becoming a victim of crime
- Responds to emergency calls and routine complaints and disturbances and takes necessary action
- Directs and escorts traffic, operates traffic radar monitoring equipment and issues traffic citations
- Conducts initial investigations of traffic accidents and crimes against persons and property
- Questions witnesses, complainants, victims and suspects and takes statements
- Chases and apprehends suspects
- Processes prisoners, including fingerprinting, photographing, enduring magistrate warnings by a judge, approving city bonds, searching prisoners, recording and securing the prisoner's property, and transporting prisoners to an appropriate facility
- Shares information and works with other law enforcement agencies as directed and appropriate
- Assists EMS personnel, firefighters, animal control and other City departments as required
- Renders first aid and/or CPR if needed
- Conducts security checks of businesses and residential areas on patrol route
- Fosters good police-community relations among residents and civilian population

- Monitors roadway and weather conditions, reporting any potential problems to appropriate agencies
- Testifies in court as required
- Reviews all reports written on assigned shifts
- Evaluates performance of assigned officers
- Oversees the training of new patrol officers
- Assists officers in response to calls for service
- Initial investigation of criminal and traffic offenses
- Schedules the work of patrol officers to ensure adequate shift coverage at all times
- Instructs patrol officers in proper city and departmental policies and procedures
- Makes periodic checks of equipment, officer appearance, conduct and safety procedures and ascertains that proper policies and procedures are followed
- Conducts performance evaluations of supervised personnel and makes recommendations for salary increases, as well as for hiring, disciplining and terminating employees
- Assists fire department and other police/criminal justice agencies
- Inspects officers, vehicles and equipment, noting any problems that need correction and ensuring that corrections are made
- Plans, directs and coordinates the activities of the Patrol Division, including preparation of work schedules and duty assignments
- Acts as liaison between the Police Chief and other departmental personnel and interested parties
- Makes recommendations regarding the work and employment status of subordinate personnel
- Assists in coordinating special events
- Assists in advising subordinates of changes in the law and departmental policies and procedures
- Implements City and departmental management philosophy
- Participates in the arrest and transport of prisoners
- Performs on-site field checks of patrol officer performance
- Receives and evaluates complaints against departmental personnel from citizens
- Assists departmental personnel in planning and implementation of activities involving department training, including assisting training officers at firearms qualifications
- Assists departmental personnel in development and maintenance of departmental operations manual and other policies and procedures
- Directs jail operations ensuring that all Federal, State and local regulations are followed
- Other duties as assigned

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

Associate Degree in the field of Criminal Justice preferred; eight (8) years total law enforcement experience, or equivalent combination of education and experience.

### **LICENSES AND CERTIFICATES**

Valid Class C Texas driver license; valid TCOLE Intermediate Peace Officer Certification (Advanced Certification preferred)

## **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a computer terminal and city vehicle
- Walk, stand, sit, or run for prolonged periods of time
- Regularly push, pull, lift, and/or carry up to 10 pounds
- Frequently lift and/or move objects up to 50 pounds

- Occasionally lift and/or move objects up to 100 pounds or more
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Operate office equipment including use of a computer keyboard
- Speak and hear to exchange information in English
- Operate a vehicle to travel to various locations
- Operate and use specialized law enforcement tools and equipment including guns and handcuffs
- Restrain or subdue individuals

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By my signature, I hereby certify that I have reviewed the description of my position and agree to perform the duties described therein. I understand that City of Lake Worth may make modifications, additions, or deletions to this job description at any time, and will notify me of any changes by sending me a revised copy for my review and signature.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

# City of Lake Worth

## Job Description

**Job Title:** Patrol Officer

**Department:** Police

**FLSA Status:** Non-Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Under general direction enforces Federal, State and local laws and ordinances. Performs various duties to support law enforcement activities as well as provide service to the citizens in an efficient and professional manner.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives supervision from the Patrol Sergeant. This position does not supervise any other position.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Patrols assigned district and receives dispatched calls for service to help prevent crime, aid citizens needing assistance and arrest violators of the law
- Enforces traffic laws, monitors school crossings and provides escorts to ensure safe motor vehicle operation throughout the City
- Prepares written reports as required by specific assignments
- Answers, screens and refers calls from citizens requesting police services
- Investigates reports of criminal activity, interviews victims and witnesses, seeks, gathers and submits evidence for processing, interrogates suspects and arrests suspected offenders
- Testifies in court as required
- Instructs citizens, businesses, schools and civic organizations about methods and techniques that may help prevent one from becoming a victim of crime
- Develops and implements community-based policing strategies and programs
- Responds to emergency calls and routine complaints and disturbances and takes necessary action
- Directs and escorts traffic, operates traffic radar monitoring equipment and issues traffic citations
- Conducts initial investigations of traffic accidents and crimes against persons and property
- Questions witnesses, complainants, victims and suspects and takes statements
- Chases and apprehends suspects
- Processes prisoners, including fingerprinting, photographing, enduring magistrate warnings by a judge, approving city bonds, searching prisoners, recording and securing the prisoner's property, and transporting prisoners to an appropriate facility
- Shares information and works with other law enforcement agencies as directed and appropriate
- Assists EMS personnel, firefighters, animal control and other City departments as required
- Conducts security checks of businesses and residential areas on patrol route
- Fosters good police-community relations among residents and civilian population
- Monitors roadway and weather conditions, reporting any potential problems to appropriate agencies
- Other duties as assigned

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

High School Diploma or GED

### **LICENSES AND CERTIFICATES**

Valid Class C Texas driver license; valid Texas Basic Officer Certification

### **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a computer terminal and city vehicle
- Walk, stand, sit, or run for prolonged periods of time
- Regularly push, pull, lift, and/or carry up to 10 pounds
- Frequently lift and/or move objects up to 50 pounds
- Occasionally lift and/or move objects up to 100 pounds or more
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Operate office equipment including use of a computer keyboard
- Speak and hear to exchange information in English
- Operate a vehicle to travel to various locations
- Operate and use specialized law enforcement tools and equipment including guns and handcuffs
- Restrain or subdue individuals

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\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

# City of Lake Worth

## Job Description

**Job Title:** Patrol Sergeant

**Department:** Police

**FLSA Status:** Non-exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Under general direction enforces Federal, State and local laws and ordinances. Performs various duties to support law enforcement activities as well as provide service to the citizens in an efficient and professional manner.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives supervision from the Patrol Lieutenant. This position supervises a group of patrol officers and communication personnel on an assigned shift.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Patrols assigned district and receives dispatched calls for service to help prevent crime, aid citizens needing assistance and arrest violators of the law
- Enforces traffic laws, monitors school crossings and provides escorts to ensure safe motor vehicle operation throughout the City
- Prepares written reports as required by specific assignments
- Answers, screens and refers calls from citizens requesting police services
- Investigates reports of criminal activity, interviews victims and witnesses, seeks, gathers and submits evidence for processing, interrogates suspects and arrests suspected offenders
- Testifies in court as required
- Develops and implements community-based policing strategies and programs
- Instructs citizens, businesses, schools and civic organizations about methods and techniques that may help prevent one from becoming a victim of crime
- Responds to emergency calls and routine complaints and disturbances and takes necessary action
- Directs and escorts traffic, operates traffic radar monitoring equipment and issues traffic citations
- Conducts initial investigations of traffic accidents and crimes against persons and property
- Questions witnesses, complainants, victims and suspects and takes statements
- Chases and apprehends suspects
- Processes prisoners, including fingerprinting, photographing, enduring magistrate warnings by a judge, approving city bonds, searching prisoners, recording and securing the prisoner's property, and transporting prisoners to an appropriate facility
- Shares information and works with other law enforcement agencies as directed and appropriate
- Assists EMS personnel, firefighters, animal control and other City departments as required
- Conducts security checks of businesses and residential areas on patrol route
- Fosters good police-community relations among residents and civilian population
- Monitors roadway and weather conditions, reporting any potential problems to appropriate agencies
- Other duties as assigned



## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

High School Diploma or GED; five (5) years total law enforcement experience

### **LICENSES AND CERTIFICATES**

Valid Class C Texas driver license; valid TCOLE Basic Peace Officer Certification (Intermediate Certification preferred)

### **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a computer terminal and city vehicle
- Walk, stand, sit, or run for prolonged periods of time
- Regularly push, pull, lift, and/or carry up to 10 pounds
- Frequently lift and/or move objects up to 50 pounds
- Occasionally lift and/or move objects up to 100 pounds or more
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Operate office equipment including use of a computer keyboard
- Speak and hear to exchange information in English
- Operate a vehicle to travel to various locations
- Operate and use specialized law enforcement tools and equipment including guns and handcuffs
- Restrain or subdue individuals

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Employee's Signature

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Date

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Supervisor's Signature

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Date

# City of Lake Worth

## Job Description

**Job Title:** Police Captain/Assistant Chief of Police

**Department:** Police

**FLSA Status:** Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

The Police Captain provides administrative guidance and control to the City of Lake Worth and the Lake Worth Police Department. Plans, directs, coordinates and supervises all divisions of the Police Department. The Captain holds top-level responsibility for the planning and direction and is the assistant chief administrative officer of the Police Department. Responsibilities extend to supervision, training and assignment of workloads for all members of the Police Department. The Captain assists in determining what technical direction and supervision is provided to police officers, telecommunication operators and civilian employees within the police department. The Captain performs tasks on his own initiative and is expected to show the highest level of professional judgment.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives supervision from the Police Chief. This position supervises all Police Department personnel below the rank of Police Chief.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Serves as Police Chief in the absence of the Police Chief
- Assumes the duties of Patrol Lieutenant during the absence of the Patrol Lieutenant
- Processes and completes detailed forms and reports
- Maintains liaisons with other Police Departments
- Formulates written departmental policies and regulations and administers the affairs of the department
- Prepares and documents budget requests for the Police Chief
- Recommends appointment, discharge or suspension of all employees of the department
- Conducts public relations activities for the department
- Assists in planning and implementing programs and/or projects designated by the Police Chief as advantageous to the department
- Assists in the direction and control of the resources of the Patrol Division toward stated objectives
- Assists in the direction and control of the resources of the CID Division toward stated objectives
- Assists departmental personnel in providing the necessary guidance to ensure that departmental personnel comply with departmental policies and procedures
- Assists department personnel in the training, services and equipment necessary for division personnel to accomplish their assigned tasks

- Authorizes departmental expenditures in the absence of the Police Chief
- Transmits and maintains communications, instructions, letters, memorandums and policies
- Prepares reports and maintains records of departmental activities
- Enforces departmental rules, procedures and policies
- Creates and submits a corrective plan of action, with an established achievement date, to encourage and develop deficient employee conduct to the Police Chief
- Performs random weekly review of patrol video traffic stops to monitor conformance with S.B. 1074 (Racial Profiling)
- Performs continuous review of all Patrol Officer's Racial Profiling log sheets, forwards same to the Administrative Assistant for filing after initialing each report
- Instructs all subordinates and shift supervisors in proper application and concepts of Lake Worth Personnel Policy Manual, Police Department Orders, and other policies and procedures
- Conducts short and long-range planning activities
- Serves as executive officer of various operations
- Directs administrative activities and prepares related reports
- Handles external relations and answers citizen requests
- Attends meetings and conferences to obtain information and represent the department
- Recommends personnel assignments within the department
- Recommends programs and policies to maintain a modern, efficient and effective police department
- Maintains a working knowledge of Federal, State and local laws and informs and instructs police department personnel as necessary
- Reviews and evaluates all departmental personnel for salary increases, as well as for hiring, disciplining and terminating police department employees
- Assists departmental personnel in coordinating special events
- Advises departmental personnel of changes in law and departmental policies and procedures
- Assists departmental personnel in the planning and implementation of activities involving department training, such as in-service training
- Assists departmental personnel in the development and maintenance of departmental operations manual and other departmental policies and procedures
- Implements City and departmental management philosophy
- Performs or assists in the completion of special projects assigned by the Police Chief
- Makes studies and reports of job related problems and areas
- Assists in the development of personnel and non-personnel budget needs
- Coordinates divisional personnel at locations of special assignments, public disturbances, emergency situations and major crime scenes
- Reviews complaints and grievances against divisional personnel
- Reviews and directs preparations for affidavit, arrest and search warrants
- Performs all additional duties as assigned by a supervisor within the current chain of command within the City of Lake Worth
- Other duties as assigned

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

- An Associate Degree in Criminal Justice or law enforcement related field or 1800 TCOLE approved training hours

- Graduate of the Federal Bureau of Investigation Leadership School, Leadership Command College or other recognized and approved law enforcement management school
- Ten (10) years total law enforcement experience
- A minimum of two (2) years of experience as a full-time Patrol Sergeant or Patrol Corporal in a patrol shift-supervision capacity;
- Or equivalent combination of education and experience

### **LICENSES AND CERTIFICATES**

Valid Class C Texas driver license; Advanced Peace Officer Certification (Master Certification preferred)

### **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a computer terminal and city vehicle
- Walk, stand, sit, or run for prolonged periods of time
- Regularly push, pull, lift, and/or carry up to 10 pounds
- Frequently lift and/or move objects up to 50 pounds
- Occasionally lift and/or move objects up to 100 pounds or more
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Operate office equipment including use of a computer keyboard
- Speak and hear to exchange information in English
- Operate a vehicle to travel to various locations
- Operate and use specialized law enforcement tools and equipment including guns and handcuffs
- Restrain or subdue individuals

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\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

# City of Lake Worth

## Job Description

**Job Title:** Professional Standards Officer

**Department:** Police

**FLSA Status:** Non-Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

This position provides support to the entire department. The primary duties of this position are; investigating both external and internal complaints against department personnel; conducting periodic inspection and auditing of facilities, equipment, personnel, and various types of reports and recorded media; coordinate all departmental training; function as the department Public Information Officer; coordinate and schedule the hiring process for all new personnel; and complete background investigations on all new personnel.

### **SUPERVISION RECEIVED AND EXERCISED**

This position reports directly to the Chief of Police outside of the chain of command.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Coordinate and provide training to employees as needed
- Speak with citizens and investigate complaints against police department employees
- Conduct internally generated investigations into employee conduct
- Conduct background investigations on police department applicants
- Evaluate officer reports of use of force and pursuits
- Randomly inspect reports and various media insuring policy compliance
- Coordinate the hiring process of new personnel
- Assist officers when needed, making sure all safety procedures and department policy are followed
- Assist with departmental recruitment efforts
- Speak with the media, as directed by the Chief of Police
- Planning and training of departmental employees as directed by the Chief of Police
- Excellent verbal and written communication skills
- Practically apply Texas state law, federal law, city ordinances, and departmental policy as it pertains to municipal policing
- Perform the essential duties and responsibilities of a Patrol Officer as needed
- May be required to perform other duties as assigned

### **MINIMUM JOB REQUIREMENTS**

## **LICENSES AND CERTIFICATES**

Valid Class C Texas driver license; Advanced TCOLE certification; Instructors certificate/license

## **EDUCATION AND EXPERIENCE**

- Two (2) years full-time experience as a paid Police Officer
- Two (2) years' experience as a Field Training Officer (preferred)
- Or combination of equivalent education and experience

## **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a computer terminal and city vehicle
- Walk, stand, sit, or run for prolonged periods of time
- Regularly push, pull, lift, and/or carry up to 10 pounds
- Frequently lift and/or move objects up to 50 pounds
- Occasionally lift and/or move objects up to 100 pounds or more
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Operate office equipment including use of a computer keyboard
- Speak and hear to exchange information in English
- Operate a vehicle to travel to various locations
- Operate and use specialized law enforcement tools and equipment including guns and handcuffs
- Restrain or subdue individuals

*The City of Lake Worth is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (ADA), the City of Lake Worth will provide reasonable accommodations to qualified individuals with disabilities. All applicants must also take a drug test prior to employment with the city.*

By my signature, I hereby certify that I have reviewed the description of my position and agree to perform the duties described therein. I understand that City of Lake Worth may make modifications, additions, or deletions to this job description at any time, and will notify me of any changes by sending me a revised copy for my review and signature.

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Employee's Signature

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Date

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Supervisor's Signature

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Date

# City of Lake Worth

## Job Description

**Job Title:** Purchasing Coordinator/Risk Manager

**Department:** Administration/Finance

**FLSA Status:** Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

The purpose of this position is to implement the City's centralized procurement system and to arrange for the purchase of materials, supplies, equipment, and services for the City of Lake Worth. This position will evaluate and process requisitions for good and services and develop bid specifications and request for proposals. The incumbent will initiate, develop and oversee various contracts and administer encumbrances for capital improvement projects and other contracts. Other duties include: processing purchase orders, maintaining vendor accounts, site administration for office supply accounts, administration of city surplus auctions and bidding processes. Performs tasks on their own initiative and is expected to show the highest level of professional judgment.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives general supervision from the Assistant City Manager/Director of Finance. This position does not supervise any other position.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Evaluate and process requisitions for goods and services. Identify time frames, approximate cost, and proper procedures for securing pricing and finalizing purchases. Prioritize requisitions, verify that requisitions are authorized, and verify that the requested procurement is in accordance with the approved budget
- Initiate, develop, and oversee various contracts, ensure that goods and services are procured in adequate volume to justify the price agreement
- Develop specifications, requests for bids, and requests for proposals. Research materials, supplies, equipment, and services to determine the best use for each department. Compare goods and services from various suppliers; make site visits to gather additional information; determine if the item or service follows procurement guidelines; and ensure the specifications are developed in accordance with local, state, and federal laws and regulations
- Serves as the city's risk manager for all insurance and liability programs and reviews all liability claims filed against the City to determine if claims should be forwarded to outside adjusters.
- Gathers and maintains accident, injury, and other statistics and records; responds to complaints and requests for assistance in insurance related matters
- Contract administration and renewals by verifying departmental needs for renewal and re-bids; contact vendors for pricing discrepancies; negotiate pricing; send renewals; and anticipate renewals and needs before critical situations arise
- Investigate expired re-bids or outdated price agreements by identifying specific needs; estimate usage; create specifications; release bids; receive bids; and evaluate and award bids.

- Administrate encumbrances for capital improvement projects and other contracts. Oversee communications between departments so that funding is encumbered in correct amounts; process all change orders
- Scans finance documents into Laserfiche and performs quality review of electronic records
- Other duties as assigned

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

Work requires broad professional and technical knowledge of business administration, management, procurement, or purchasing. Knowledge is normally acquired through four (4) years of college resulting in a Bachelor's Degree.

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities through experience would be: two (2) years' experience in purchasing, two (2) years in municipal government environment is preferred.

### **LICENSES AND CERTIFICATES**

- Certified Purchasing Professional (preferred)
- and/or Certified Professional Public Buyer (preferred)
- and Valid Class C Texas driver license (required)

## **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a computer terminal
- Frequently walk, stand, and/or sit for prolonged periods of time
- Occasionally push, pull, lift, and/or carry up to 10 pounds
- Occasionally lift and/or move objects up to 20 pounds
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Frequently climbs stairs/ladders
- Operate office equipment including use of a computer keyboard
- Speak and hear to exchange information in the English language
- Operate a vehicle to travel to various locations

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Employee's Signature

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Date

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Supervisor's Signature

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Date



# City of Lake Worth

## Job Description

**Job Title:** Staff Accountant

**Department:** Administration

**FLSA Status:** Non-Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Responsible for coordination of the City's accounting, and payroll functions. Assists the Assistant City Manager/Director of Finance in preparation of monthly, quarterly and annual reporting requirements. Maintains the general ledger and sub-ledgers as required according to Generally Accepted Accounting Practices (GAAP). Responsible for processing payroll and payroll reporting as required by state and federal laws.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives general supervision from the Assistant City Manager/Director of Finance. This position does not supervise any other positions.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Coordinates daily bank deposits
- Performs bank transfers as authorized by the Assistant City Manager/Director of Finance
- Prepares and enters all journal entries as required
- Performs all payroll functions and maintenance, including monthly, quarterly and annual reports
- Notifies Assistant City Manager/Director of Finance of any accounting or payroll discrepancies
- Scans finance documents into Laserfiche and performs quality review of electronic records
- Monitors legislative changes that affect the accounting and payroll functions of the city
- Prepares reports, letters, memoranda, charts, worksheets and other materials as related to accounting and payroll functions
- Assists the Assistant City Manager/Director of Finance with annual budget preparation
- Willing to obtain necessary training and certifications to perform job functions
- Reconciles all bank/investment accounts monthly
- Reconciles general ledger totals to various department reports monthly
- Prepares employee benefit invoices for payment
- Other duties as assigned

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

- High School diploma or GED
- Three (3) to five (5) years progressive experience in local government or related field
- Minimum of an Associate Degree in Accounting or related field or equivalent combination of education and experience

### **LICENSES AND CERTIFICATES**

Valid Class C Texas driver license.

### **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a computer terminal
- Frequently walk, stand, and/or sit for prolonged periods of time
- Occasionally push, pull, lift, and/or carry up to 10 pounds
- Occasionally lift and/or move objects up to 20 pounds
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Frequently climbs stairs/ladders
- Operate office equipment including use of a computer keyboard
- Speak and hear to exchange information in the English language
- Operate a vehicle to travel to various locations

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Employee's Signature

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Date

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Supervisor's Signature

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Date

# City of Lake Worth

## Job Description

**Job Title:** Superintendent

**Department:** Public Works – Streets and Maintenance

**FLSA Status:** Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Supervise, oversee, and manage the Street and Maintenance departments to ensure the timely and satisfactory completion of daily operations and projects.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives general supervision from the Public Works Director. This position supervises the Street and Maintenance departments.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Develop and schedule preventative maintenance programs including but not limited to fleet maintenance, routine cleaning of storm water system, asphalt overlays, crack sealing, street sign maintenance, and street sweeping
- Evaluate and authorize infrastructure repairs pertaining to the Street and Maintenance departments
- Develop, oversee, and implement the department annual budget
- Prepare and prioritize lists of infrastructure repair and replacement needs
- Maintain department equipment, materials, and supplies inventory to include ordering and development of specifications where applicable
- Interpret, update, and maintain utility maps and develop summarizations of all work in progress
- Prepare and file regulatory reports, ensuring reporting deadlines are met and development activities comply with established rules and regulations
- Develop departmental policies and procedures
- Approve purchase of materials, supplies, and equipment per the City purchasing policy
- Demonstrates effective professional written and oral communication skills with the City Council, public, and staff.
- Respond to emergencies and assist personnel under charge in all facets of tasks performed as needed
- Administratively responsible for employee hiring, development, training, safety, and evaluations

- Counsel employees and administer discipline in compliance with City personnel policies and procedures as well as state and federal rules and regulations
- Other duties as assigned

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

High School diploma or GED; ten (10) years street maintenance, including a minimum of five (5) years in a supervisory position

### **LICENSES AND CERTIFICATES**

Valid Class C Texas driver license

## **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a computer terminal and city vehicle
- Walk, stand, or sit, for prolonged periods of time
- Regularly push, pull, lift, and/or carry up to 10 pounds
- Frequently lift and/or move objects up to 50 pounds
- Occasionally lift and/or move objects up to 100 pounds or more
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Operate office equipment including use of a computer keyboard
- Speak and hear to exchange information in English
- Operate a vehicle to travel to various locations

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\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

# City of Lake Worth

## Job Description

**Job Title:** Superintendent

**Department:** Public Works - Water, Sewer, & Parks

**FLSA Status:** Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Supervises, oversees, and manages the Water Supply, Water Distribution, Sewer, and Parks departments to ensure the timely and satisfactory completion of daily operations and projects.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives general supervision from the Public Works Director. This position supervises Water Supply, Water Distribution, Sewer, and Parks.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Develop and schedule preventative maintenance programs including but not limited to pump and motor maintenance, valve exercising, cleaning of sewer lines, park equipment, and ball fields
- Evaluate and authorize infrastructure repairs pertaining to the Water, Sewer, and Parks departments
- Develop, oversee, and implement the department annual budget
- Prepare and prioritize lists of infrastructure repair and replacement needs
- Maintain department equipment, materials, and supplies inventory to include ordering and development of specifications where applicable
- Interpret, update, and maintain utility maps and develop summarizations of all work in progress
- Prepare and file regulatory reports, ensuring reporting deadlines are met and development activities comply with established rules and regulations
- Develop departmental policies and procedures
- Approve purchase of materials, supplies, and equipment per the City purchasing policy
- Demonstrates effective professional written and oral communication skills with the City Council, public, and staff
- Respond to emergencies and assist personnel under charge in all facets of tasks performed as needed
- Administratively responsible for employee hiring, development, training, safety, and evaluations
- Counsel employees and administer discipline in compliance with City personnel policies and procedures as well as state and federal rules and regulations

- Other duties as assigned

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

High School diploma or GED; ten (10) years of experience in; principles and practices of water and sewer maintenance and repair procedures principles and practices of water and sewer maintenance; repair procedures; training and evaluation used in maintenance and repair of water and sewer operations; materials and quantities required for specific repairs and maintenance; and safety procedures for handling of tools and equipment in the routine maintenance; minimum of five (5) years in a supervisory position.

### **LICENSES AND CERTIFICATES**

Valid Class C Texas drivers' license required; Class B Water License (Distribution, Ground, or Surface) required; Water Collection III License OR B Wastewater License required. Customer Service Inspector license is preferred.

### **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a computer terminal and city vehicle
- Walk, stand, or sit, for prolonged periods of time
- Regularly push, pull, lift, and/or carry up 10 pounds
- Frequently lift and/or move objects up to 50 pounds
- Occasionally lift and/or move objects up to 100 pounds or more
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Operate office equipment including use of a computer keyboard
- Speak and hear to exchange information in English
- Operate a vehicle to travel to various locations

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Employee's Signature

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Date

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Supervisor's Signature

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Date

# City of Lake Worth

## Job Description

**Job Title:** Telecommunications Supervisor

**Department:** Police

**FLSA Status:** Non-exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Ensures the smooth operation of day-to-day communication functions for the Police and Fire Departments. Works closely by telephone, radio, teletype, and computer or in person with other employees of the department, other departments and agencies and the general public.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives supervision from the Police Captain/Assistant Chief of Police. This position supervises Communications and Telecommunicators.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Communicates by radio, telephone, teletype and remote access terminal of the Texas/National Crime Information Center
- Assists departmental personnel in routine maintenance of records and departmental reports of all types
- Performs routine entry of statistical data into the automated databases via video display terminals
- Assists other departmental personnel with requests for information
- Processes documents related to Municipal Court
- Audibly or visually monitors all prisoners placed in holding cells
- Receives and dispatches all requests for police, fire, wreckers and medical services
- Receives incoming calls on both the telephone and two-way radio including Animal Control, Public Works, all emergency services and 911
- Advises persons dialing 911 of emergency procedures when needed
- Performs computer-assisted and manual records checks for officers on individuals, locations, vehicles and other property, sometimes verifying warrants or reports of stolen property with the originating party
- Maintains, updates, and accesses various logs and computer data files for all officer activities including incident reports, stolen or repossessed property logs, maps, shift logs, etc.
- Performs data entry of all officer activities for logs and records
- Enters information into Texas/National Crime Information computer systems
- Accepts various payments, including cash, and maintains the cash drawer, balancing daily
- Monitors entrances to and exits from building and operates door access
- Completes forms and reports either on the computer or typewriter
- Prepares bonds and accepts money for cash bonds
- Maintains current technical and medical knowledge relevant to telecommunications, including reading appropriate newsletters and publications
- Answers telephones, takes messages, makes copies and provides information to employees and the general public
- Handles permits/licensing when needed
- Conducts appropriate searches of prisoners when needed

- Assists in the training of new employees when required
- Conducts interviews, training, evaluations and recommendations regarding promotion, discipline or dismissal for Communications personnel, including administering and conducting background checks when required
- Develops, maintains and updates FCC and computer system operational files and procedures manual
- Monitors telecommunications equipment, recommending repairs as necessary
- Receives, distributes and inventories supplies and equipment for communications
- Participates in and coordinates communications services for special events
- Prepares and implements work schedules of communications personnel
- Other duties as assigned

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

High School diploma or GED; Competency with Microsoft Office products and general computer literacy; five years total law enforcement telecommunication experience; or equivalent combination of education & experience.

### **LICENSES AND CERTIFICATES**

Valid Class C Texas driver license; valid TCOLE Intermediate Tele-communicator Certification (advanced Certification preferred)

## **PHYSICAL ABILITIES**

- Must possess the visual acuity to operate a computer terminal
- Frequently walk, stand, and/or sit for prolonged periods of time
- Occasionally push, pull, lift, and/or carry up to 10 pounds
- Occasionally lift and/or move objects up to 20 pounds
- Occasionally stoop, bend, kneel, crouch, reach, and twist
- Frequently climbs stairs/ladders
- Operate office equipment including use of a computer keyboard
- Speak and hear to exchange information in the English language
- Operate a vehicle to travel to various locations

*The City of Lake Worth is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (ADA), the City of Lake Worth will provide reasonable accommodations to qualified individuals with disabilities.*

By my signature, I hereby certify that I have reviewed the description of my position and agree to perform the duties described therein. I understand that City of Lake Worth may make modifications, additions, or deletions to this job description at any time, and will notify me of any changes by sending me a revised copy for my review and signature.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date



# City of Lake Worth

## Job Description

**Job Title:** Telecommunicator

**Department:** Police

**FLSA Status:** Non-Exempt

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

### **GENERAL SUMMARY**

Performs all work related to all communications activities of the Police Department. Receives and dispatches all requests for police, fire and other emergency service, assistance and information. Works closely by telephone, radio, teletype, and computer or in person with other employees of the department, other departments and agencies as well as the general public.

### **SUPERVISION RECEIVED AND EXERCISED**

This position receives supervision from the Communications/Dispatch Supervisor. This position does not supervise any other position.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Duties include but are not limited to the following:

- Communicates by radio, telephone, teletype and remote access terminal of the Texas/National Crime Information Center.
- Assists departmental personnel in routine maintenance of records and departmental reports of all types.
- Performs routine entry of statistical data into the automated databases via video display terminals.
- Assists other departmental personnel with requests for information.
- Processes documents related to Municipal Court.
- Audibly or visually monitors all prisoners placed in holding cells.
- Receives and dispatches all requests for police, fire, wreckers and medical services.
- Receives incoming calls on both the telephone and two-way radio including Animal Control, Public Works, all emergency services and 911.
- Advises persons dialing 911 of emergency procedures when able.
- Performs computer-assisted and manual records checks for officers on individuals, locations, vehicles and other property, sometimes verifying warrants or reports of stolen property with the originating party.
- Maintains, updates, and accesses various logs and computer data files for all officer activities including incident reports, stolen or repossessed property logs, maps, shift logs, etc.
- Performs data entry of all officer activities for logs and records.
- Enters information into Texas/National Crime Information computer systems.
- Accepts various payments, including cash, and maintains the cash drawer, balancing daily.
- Monitors entrances to and exits from building and operates door access.
- Completes forms and reports either on the computer or typewriter.
- Prepares bonds and accepts money for cash bonds.
- Maintains current technical and medical knowledge relevant to telecommunications, including reading appropriate newsletters and publications.

- Answers telephones, takes messages, makes copies and provides information to employees and the general public.
- Handles permits/licensing when necessary.
- Conducts appropriate searches of prisoners when necessary.
- Other duties as assigned.

## **MINIMUM JOB REQUIREMENTS**

### **EDUCATION AND EXPERIENCE**

High School Diploma or GED; practical experience in Law Enforcement or Telecommunications is preferred.

### **LICENSES AND CERTIFICATES**

Valid Class C Texas driver license; must be able to complete trainings and pass tests for TCIC/NCIC and Basic Telecommunications Certifications within six months of employment.

## **PHYSICAL ABILITIES**

Ability to see, hear, and smell; read, write and comprehend the English language; demonstrate effective communication of ideas both verbally and in written form using the English language; communicate in the English language under strained circumstances; stand and walk for extended periods of time; rise and kneel unaided; coordinate two or more physical operations simultaneously; control emotions under stressful conditions; interact with coworkers to accomplish work; show independence and autonomy; satisfactorily perform duties under time constraints; make quick and sound decisions in stressful situations; understand and follow City/Departmental policies, rules and regulations; identify and distinguish between primary colors; pass a background investigation by the Lake Worth Police Department; pass a medical examination, polygraph and/or drug screen, and fingerprint check if required by the City of Lake Worth and/or the State of Texas; demonstrate basic mathematical ability in addition, subtraction, multiplication and division; lift objects of varying weights above head; and work around electrical hazards in instances of storms.

The City of Lake Worth is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act (ADA), the City of Lake Worth will provide reasonable accommodations to qualified individuals with disabilities.

I have read and understand the duties and responsibilities of this job description.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

## Lake Worth City Council Meeting – September 11, 2018

### Agenda Item No. B.10

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**From:** Corry Blount, Police Chief

**Item:** Approve an interlocal agreement with Lake Worth Independent School District for the School Resource Program and authorize the City Manager to execute the agreement.

**Summary:**

Staff recommends entering into an interlocal agreement with the Lake Worth Independent School District for the School Resource Program. It is common practice for area school districts and police departments to share in the cost of school resource officers and the LWISD has an existing interlocal agreement with the City of Fort Worth for the SRO assigned to schools within the Fort Worth City limits.

This agreement is based upon fixed expenditures for personnel and operating costs for police officers assigned to the SRO Program. The Agreement amount represents 50% of all personnel and operating costs incurred by the City for the **one (1) police officer**, which does not include the command staff, supervising the officer. The Agreement amount also includes the District's proportional share of the personnel, training and operating costs of the LWPD.

**Fiscal Impact:**

- \$46,326.96 - If approved, the Lake Worth Independent School District would reimburse the City of Lake Worth \$46,326.96 which is 50% of the budgeted SRO salary from the CCPD budget.

**Attachments:**

1. School Resource Program ILA

**Recommended Motion or Action:**

Move to approve the interlocal agreement with the Lake Worth Independent School District for the School Resource Program and authorize the City Manager to execute the agreement.

## **INTERLOCAL AGREEMENT FOR THE SCHOOL RESOURCE OFFICER PROGRAM**

### **LAKE WORTH INDEPENDENT SCHOOL DISTRICT**

This agreement ("Agreement") is made and entered into between the **City of Lake Worth**, a home rule municipal corporation of the State of Texas ("City"), acting by and through **Stacey Almond**, its duly authorized City Manager, and the **Lake Worth Independent School District ("LWISD")**, a political subdivision of the State of Texas located in Tarrant County and a legally constituted Independent District ("District"), acting by and through **Donna Hutson**, its duly authorized **President, Board of Trustees**.

### **RECITALS**

WHEREAS, this Agreement is made under the authority granted to the City and the District pursuant to the Texas Government Code, Chapter 791, known as the INTERLOCAL COOPERATION ACT;

WHEREAS, the citizens of Lake Worth and the City Council have determined that the security of students is paramount;

WHEREAS, District wishes to participate in the School Resource Officer Program ("SRO Program") through which City provides school security to participating Districts with facilities within the City's city limits using City's police officers; and

WHEREAS, City will receive funds through the Lake Worth Crime Control and Prevention District ("CCPD") to assist in funding City's portion of the SRO Program costs.

NOW, THEREFORE, in consideration of the mutual covenants, promises and agreements herein expressed, the parties agree as follows:

#### **AGREEMENT DOCUMENTS:**

The Agreement documents shall include the following:

1. This Agreement for the SRO Program
2. Exhibit A - Scope of Services
3. Exhibit B- Payment Schedule

Exhibits A and B, attached hereto are incorporated herein and made a part of this Agreement for all purposes. In the event of any conflict between the terms and conditions of Exhibits A and B and the terms and conditions set forth in the body of this Agreement, the terms and conditions set forth in the body of this Agreement shall control.

The term "District" shall include the District, and its officers, agents, employees, representatives, servants, contractors or subcontractors.

The term "City" shall include its officers, employees, agents, and representatives.

**1. SCOPE OF SERVICES.**

City hereby agrees to provide the District with school security services for the purpose of creating a safe educational environment, in partnership with the District. The City will provide Lake Worth Police Department ("LWPD") officers at District schools within the city limits of Lake Worth. The District covenants and agrees to fully cooperate with the City in the implementation and continuation of the SRO Program. Attached hereto and incorporated for all purposes incident to this Agreement is "**Exhibit A, Scope of Services**", more specifically describing the services to be provided hereunder.

**2. TERM.**

This Agreement shall commence on October 1, 2018 ("Effective Date") and shall continue in full force and effect until September 30, 2019 ("Expiration Date"), unless terminated earlier in accordance with the provisions of this Agreement.

**3. CONSIDERATION.**

The District shall pay City **\$46,326.96** in accordance with the provisions of this Agreement and the Payment Schedule attached as "**Exhibit B**". Such Agreement amount is based upon fixed expenditures for personnel and operating costs for police officers assigned to the SRO Program. The Agreement amount represents 50% of all personnel and operating costs incurred by the City for the **one (1) police officer**, which does not include the command staff supervising the officer. The command staff costs will be provided to the District, and the District will not pay any amount of the command staff costs of SRO Program officers assigned to the District.

In the event that an officer is on leave due to an occupational injury, the City may provide a replacement officer. In the event the City elects not to provide a replacement officer, the Agreement amount shall not be reduced or amended due to such absence unless agreed by both parties in writing.

It is understood and agreed that District shall remit funds to the City within thirty (30) calendar days following receipt of an official invoice. Invoices shall be- provided by City to District on a monthly basis.

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#### **4. TERMINATION.**

**4.1 CCPD Funds.** This Agreement is wholly conditioned upon the actual receipt by City of Program Funds from the CCPD. In the event that funds from the CCPD are not timely received, in whole or in part, City may, at its sole discretion, terminate this Agreement and City shall not be obligated to provide any services to District under or in connection with this Agreement.

**4.2 Convenience.** The City or the District may terminate this Agreement at any time and for any reason by providing the other party with 30 days' written notice of termination.

**4.3 Non-appropriation of Funds.** In the event no funds or insufficient funds are appropriated by the City in any fiscal period to fund the SRO Program, City will notify District of such occurrence and this Agreement shall terminate on the last day of the fiscal period for which appropriations were received without penalty or expense to the City of any kind whatsoever.

As the District shall make all payments under this Agreement from current revenues available, in the event no funds or insufficient funds are available at any time or during any fiscal period when such payment is due, District shall notify City of such occurrence and this Agreement shall terminate on the last day of the fiscal period for which payment was received without penalty or expense to the District of any kind whatsoever. However, District shall be responsible to remit payment for all services provided by the City to the District prior to the termination date.

**4.4 Breach.** The District and City covenant and agree that in the event either party fails to comply with, or breaches, any of the terms or provisions of this Agreement, the non-breaching party shall provide written notice to the other as soon as reasonably possible after the non-breaching party becomes aware of the failure to comply with, or breach of, any of the terms or provisions of this Agreement. The breaching party shall have a reasonable time not to exceed fifteen (15) days to cure or correct the breach.

**4.5 Duties and Obligations of the Parties.** In the event that this Agreement is terminated prior to the Expiration Date, the District shall pay City for services actually rendered up to the effective date of termination and City shall continue to provide the District with services requested by the District and in accordance with this Agreement up to the effective date of termination. Within thirty (30) days after the effective date of such termination, City shall forward to District a final invoice for the appropriately prorated unpaid balance due on the Agreement amount for services rendered and District shall remit payment in full within thirty (30) days after the date of such invoice.

#### **5. DISCLOSURE OF CONFLICTS AND CONFIDENTIAL INFORMATION.**

**5.1 Disclosure of Conflicts.** District and City hereby warrant that full disclosure in

writing of any existing or potential conflicts of interest related to services under this Agreement has been made. In the event that any conflicts of interest arise after the Effective Date of this Agreement, City and District hereby agree immediately to make full disclosure to the other party in writing.

**5.2**     Information. District, for itself and its officers, agents and employees, agrees that it shall treat all information provided to it by the City as confidential and shall not disclose any such information to a third party without the prior written approval of the City, except as required by law. City, for itself and its officers, agents and employees, agrees that it shall treat all information provided to it by the District as confidential and shall not disclose any such information to a third party, except as required by law. In carrying out its duties, the City, and its officers, agents and employees, shall at all times recognize and respect the confidentiality of student information, including but not limited to confidential student records, and shall seek access to such records only in accordance with the requirements of the Family Education Rights and Privacy Act, 20 U.S.C. §1232g ("FERPA") and Lake Worth ISD Board Policy FL (LEGAL) and (LOCAL).

**5.3**     Unauthorized Access. District and City shall store and maintain information from the other party in a secure manner and shall not allow unauthorized users to access, modify, delete or otherwise corrupt the information in any way. City and District shall notify the other party immediately if the security or integrity of any information has been compromised or is believed to have been compromised, in which event, the City or the District, as the case may be, shall, in good faith, use all commercially reasonable efforts to cooperate with the other party in identifying what information has been accessed by unauthorized means and shall fully cooperate with the other party to protect such information from further unauthorized disclosure.

**5.4**     Federal Law Enforcement Database Access. If District, or any District personnel, has access to any federal law enforcement database or any federal criminal history record information system, including but not limited to Fingerprint Identification Records System ("FIRS"), Interstate Identification Index System ("III System"), National Crime Information Center ("NCIC") or National Fingerprint File ("NFF"), that is governed by and/or defined in Title 28, Code of Federal Regulations Part 20 ("CFR Part 20"), for the purpose of providing services for the administration of criminal justice as defined therein on behalf of the City under this Agreement, District shall comply with the Criminal Justice Information Services Security Policy and CFR Part 20, and shall separately execute the Federal Bureau of Investigation Criminal Justice Information Services Security Addendum.

**6. RIGHT TO AUDIT.**

District agrees that the City shall, until the expiration of three years after final payment under this Agreement, or the conclusion of any audit commenced during the said three years, have access to and the right to examine at reasonable times any directly pertinent books, documents, papers and records of the District involving transactions relating to this Agreement at no additional cost to the City. District agrees that the City shall have access during normal working hours to all necessary District facilities and shall be provided adequate and appropriate work space to conduct audits in compliance with the provisions of this section. The City shall give District reasonable advance notice of intended audits. The City and District acknowledge and agree that such access under this section is subject to the limitations and requirements under the Texas Public Information Act, FERPA and relevant District Board policies.

**7. INDEPENDENT CONTRACTOR.**

District shall operate hereunder as an independent contractor and not as an officer, agent, servant or employee of City. City shall operate hereunder as an independent contractor and not as an officer, agent, servant, or employee of the District. City shall be solely responsible for the acts and omissions of its officers, members, agents, servants, and employees. District shall be solely responsible for the acts and omissions of its officers, members, agents, servants, and employees. Neither City nor District shall be responsible under the Doctrine of Respondent Superior for the acts and omissions of the officers, members, agents, servants, or employees of the other. Nothing in this Agreement shall waive any statutory or common-law immunity or defense of City or District.

**8. PROPERTY LOSS.**

The parties agree that neither party shall be responsible for any property belonging to the other party, its officers, members, agents, employees, subcontractors, program participants, licensees or invitees, which may be lost, stolen, destroyed or in any way damaged.

**9. NON-DISCRIMINATION COVENANT.**

The District and City, in the execution, performance, or attempted performance of this Agreement, will not discriminate against any person or persons because of sex, race, religion, age, disability, color, national origin, or familial status, nor will the District or City permit its agents, employees, subcontractors or program participants to engage in such discrimination.

**Section 9 shall survive the termination or expiration of this Agreement.**



**10. NOTICES.**

Notices required pursuant to the provisions of this Agreement shall be conclusively determined to have been delivered when (1) hand-delivered to the other party, c/o the designated person listed below; or (2) received by the other party by United States Mail, registered, return receipt requested, addressed as follows:

**City of Lake Worth**

Attn: Stacey Almond  
City Manager  
3805 Adam Grubb  
Lake Worth, Texas 76135

**LWISD**

Attn: Superintendent  
6805 Telephone Rd.  
Lake Worth, TX 76135

With Copy to the City Attorney

Drew Larkin  
Taylor, Olson, Adkins, Sralla & Elam, L.L.P.  
6000 Western Place, Suite 200  
Fort Worth, Texas 76107  
T: 817.332.2580  
F: 817.332.4740

With Copy to the District's Attorney

Lynn Rossi Scott  
Brackett & Ellis, P.C.  
100 Main Street  
Fort Worth, Texas 76102  
T: 817.339.2464  
F: 817.870.2265

**11. GOVERNMENTAL POWERS/IMMUNITIES.**

It is understood and agreed that by execution of this Agreement, neither the City nor the District waives or surrenders any of their governmental powers or immunities.

**12. NO WAIVER.**

The failure of the City or District to insist upon the performance of any term or provision of this Agreement or to exercise any right granted herein shall not constitute a waiver of the City's or District's respective right to insist upon appropriate performance or to assert any such right on any future occasion.

**13. GOVERNING LAW/VENUE.**

This Agreement shall be construed in accordance with the laws of the State of Texas. If any action, whether real or asserted, at law or in equity, is brought pursuant to this Agreement, exclusive venue for such action shall lie in state courts located in Tarrant County, Texas or the United States District Court for the Northern District of Texas, Fort Worth Division.

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**14. SEVERABILITY.**

If any provision of this Agreement is held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired.

**15. FORCE MAJEURE.**

The City and District shall exercise their best efforts to meet their respective duties and obligations as set forth in this Agreement, but shall not be held liable for any delay or omission in performance due to force majeure or other causes beyond their reasonable control, including, but not limited to, compliance with any government law, ordinance or regulation, acts of God, acts of the public enemy, fires, strikes, lockouts, natural disasters, wars, riots, material or labor restrictions by any governmental authority, transportation problems and/or any other similar causes.

**16. HEADINGS NOT CONTROLLING.**

Headings and titles used in this Agreement are for reference purposes only, shall not be deemed a part of this Agreement, and are not intended to define or limit the scope of any provision of this Agreement.

**17. APPROVAL OF AGREEMENT.**

The governing bodies of City and District have approved the execution of this Agreement, and the persons signing the Agreement have been duly authorized by the governing bodies of the City and District to sign this Agreement on behalf of the governing bodies.

**18. REVIEW OF COUNSEL.**

The parties acknowledge that each party and its counsel have reviewed and revised this Agreement and that the normal rules of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or exhibits hereto.

**19. AMENDMENTS.**

No amendment of this Agreement shall be binding upon a party hereto unless such amendment is set forth in a written instrument, which is executed by an authorized representative of each party.

**20. ENTIRETY OF AGREEMENT.**

This Agreement, including Exhibits A and B, contains the entire understanding and agreement between the City and District, their assigns and successors in interest, as to the matters contained herein. Any prior or contemporaneous oral or written agreement is hereby declared null and void to the extent it conflicts with any provision of this Agreement.

**21. COUNTERPARTS.**

This Agreement may be executed in one or more counterparts and each counterpart shall, for all purposes, be deemed an original, but all such counterparts shall together constitute one and the same instrument.

**22. BODY WORN CAMERAS.**

City and District agree that any use of body-worn cameras by City officers will be subject to and in compliance with state law and local regulations regarding the use and operation of body-worn cameras (BWC). City shall use its best efforts to notify the District at least two weeks before its officers assigned to the District are to begin use of BWCs, and will provide written information and training to the principal and assistant principals of the schools to which the officers are assigned, on the objectives and procedures for the use of BWCs. Every officer equipped with a BWC shall be trained in the operation of the equipment prior to its use. When utilizing BWCs, the officer shall adhere to the objectives and procedures outlined in this Agreement and the City's Police Department General Orders to maximize the effectiveness of the BWC and the integrity of the video documentation. City may, if not otherwise prohibited by law, provide to the District copies of any such filming of students, parents, employees, or others upon school property, upon request for such copies by the District, as an intergovernmental transfer. In the event the City believes the providing of a copy of such videos would be prohibited, City agrees to utilize its best efforts to facilitate the availability of the officer who made the video to testify, upon request by the District, in any school disciplinary hearing concerning the officer's knowledge of the facts and circumstances of the incident which was videoed. The parties also agree that any such film or video taken by, and kept in the possession of, the City's officers may be considered "law enforcement unit records" under the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. sec. 1232g and 34 C.F.R. Sec. 99.8, and that any copy of such film or video, if permitted by law to be provided to the District, may then become an educational record of the District under FERPA. City also agrees that its officers shall at all times recognize and comply with the confidentiality of student and education records and will only seek such records in accordance with the requirements of FERPA and the District's Board Policies FL(LEGAL) and (LOCAL).

**APPROVED AND AGREED FOR  
CITY OF LAKE WORTH**

By: \_\_\_\_\_  
Stacey Almond  
City Manager  
Date: \_\_\_\_\_

**APPROVED AND AGREED FOR  
LWISD**

By: Donna Hutson  
Donna Hutson  
President, Board of Trustees  
Date: 8/20/18

**APPROVAL RECOMMENDED:**

By: \_\_\_\_\_  
Chief of Police

Date: \_\_\_\_\_

**APPROVED AS TO FORM AND  
LEGALITY FOR LWISD:**

By: [Signature]  
LWISD Attorney

Date: 8/13/18

**APPROVED AS TO FORM AND  
LEGALITY FOR CITY OF LAKE  
WORTH:**

By: \_\_\_\_\_  
Drew Larkin  
Taylor, Olson, Adkins, Sralla & Elam,  
L.L.P.  
6000 Western Place, Suite 200  
Fort Worth, Texas 76107

Date: \_\_\_\_\_

**ATTEST**

By: \_\_\_\_\_  
Monica Solko  
City Secretary

Date: \_\_\_\_\_

M&C No.: \_\_\_\_\_

Form 1295 Certification No: NOT REQUIRED

## EXHIBIT A

### SCOPE OF SERVICES

1. City, through the commander of the SRO Program, shall assign LWPB officers to specific schools within the District to provide school security, and officers shall work directly with the District's school principals.

2. There shall be one (1) City police officer assigned to the District for the SRO Program. In addition, there shall be a supportive command staff to assist the SRO Program. Additional officers will not be provided to District during the Term of the Agreement. **The District shall submit a written request for additional Police Officers to City ten (10) months prior to the start of a new Fiscal year (the end of the month of December).**

3. Assigned officers shall have the SRO Program as their primary duty, and will not be regularly assigned additional police duties. City reserves the right, however, to reassign any or all officers temporarily in the event of an emergency or when the City, in its sole discretion, deems necessary.

4. City shall coordinate assignment and duty hours with District. If necessary, to handle unplanned absences at schools, LWPB officers from other units may be assigned temporarily to provide coverage. City shall not provide replacements for officers who are on leave due to an occupational injury. Replacement officers, when available, will be assigned to District when the assigned police officer's absence is for an extended period of time.

5. City shall provide to the officers assigned to the SRO Program all the law enforcement training and certification, vehicles and police equipment, benefits, and insurance (including liability coverage) that are provided to all City's police officers. District shall provide any radio equipment necessary to allow the assigned officers to communicate with District staff.

6. The City shall maintain emergency response plans for every school within their jurisdiction. To the extent allowed under Texas law, these plans shall be kept confidential within the Lake Worth Police Department for security purposes, but meetings shall be held with authorized representatives of District to provide relevant information and excerpts from the plan necessary for implementation. City's Chief of Police shall designate a commanding officer to be responsible for maintenance and dissemination of these plans.

7. All police personnel assigned to the SRO program will remain subject to the rules and regulations applicable to all sworn personnel, including Policies, General Orders, Special Orders, Personnel Rules and Regulations, directives and other applicable law.

### **EXHIBIT B PAYMENT SCHEDULE**

District will remit 12 payments at \$3,860.58 per month within 30 days of receipt of an invoice from the City.

$\$3,860.58 \times 12 = \$46,326.96$

**Total Payments    \$46,326.96**

## Lake Worth City Council Meeting – September 11, 2018

### Agenda Item No. B.11

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**From:** Kelly McDonald, Purchasing Coordinator/Risk Manager

**Item:** Approval of fuel purchases for FY 2018/2019 in an amount not to exceed \$100,000.

**Summary:**

The City of Lake Worth Personnel & Administrative Regulations Manual (PARM) Title II, Section 9.02(A2) requires City Council to consider all purchases exceeding \$15,000. PARM Title II, Section 9.05(C) and Local Government Code 252.021 require all purchases over \$50,000 be awarded by competitive bid unless exempt under Local Government Code 252.022. A fuel interlocal agreement with LWISD requires them to perform vendor selection through the competitive bid process, thus providing the City with a general exemption. The current approved vendor for bulk fuel purchases is Martin Eagle Oil Company, Inc. LWISD will solicit bids for fuel again in the summer of 2019 and may award the bid to another vendor effective September 1, 2019. The City also purchases fuel from gas stations when the fuel station is inoperable or during travel.

**Fiscal Impact:**

Fuel purchases for FY 2018/2019 are expected to be approximately \$100,000.

**Attachments:**

1. Interlocal Agreement for the Use and Maintenance of Fueling Equipment
2. Martin Eagle Oil Company Inc bid tabulation (provided by LWISD)
3. Martin Eagle Oil Company Inc extension letter (provided by LWISD)

**Recommended Motion or Action:**

Approval of fuel purchases for FY 2018/2019 in an amount not to exceed \$100,000.



**INTERLOCAL AGREEMENT  
FOR THE USE AND MAINTENANCE  
OF FUELING EQUIPMENT**

This Agreement is made by and between the City of Lake Worth, Texas, a political subdivision of the State of Texas, hereinafter referred to as "City" and the Lake Worth Independent School District, hereinafter referred to as "District", pursuant to the authority granted by Chapter 791, Texas Government Code, the Interlocal Cooperation Act.

WHEREAS, City utilizes vehicles and equipment in providing services to its citizens and requires a source of gasoline and diesel fuel for operation of its vehicles and equipment; and

WHEREAS, District utilizes buses, vehicles and equipment in providing transportation and other services to its students, and is the owner of certain facilities and equipment for dispensing fuels for its and the City's vehicles under a 1996 interlocal agreement; and

WHEREAS, City desires to enhance and continue to utilize District's fueling facilities and equipment to serve the needs of both the District and the City; and

WHEREAS, City and District recognize the need to upgrade or expand the facilities and equipment to better serve their needs;

NOW, THEREFORE, District and City, for the mutual consideration hereinafter stated, agree as follows:

**I.**

**A. COVENANTS OF DISTRICT**

1. District shall provide City with access to its fuel facility located at the District bus site, 4000 Dakota Trail, Lake Worth, Texas, for the purpose of obtaining motor vehicle fuel for City's vehicles. This access shall be provided 24 hours daily, via on-site guard or a keypad entry system, at District's discretion. The fuel facility shall be a gated, lighted area located on the District's property.

2. District shall construct a concrete slab and other necessary improvements upon which will be located a new fuel tank (to be provided by City) at District's fuel facility. The

concrete slab shall be built in accordance with the specifications of the fuel tank manufacturer. The slab and other necessary improvements shall remain the property of the District. Payment for the above construction shall be made from current revenues available to the District.

3. District shall pay for the installation of a fuel dispensing electronic card reading system for the new fuel tank and any upgrades to the card reading system for the existing fuel tank. The card reading systems shall remain the property of the District.

4. The District in its construction, maintenance and operation of the fuel facility, shall comply with all federal laws, laws of the State of Texas and regulations of the Texas Railroad Commission, as the same may be amended from time to time, regarding fueling facilities and equipment. The District shall procure and maintain any required licenses, except those related to the City's tank and pumps, which shall be the City's responsibility.

5. District represents that District will comply with all applicable competitive purchasing requirements as set forth in the statutes of the State of Texas applicable to Texas public school districts.

6. District shall send a monthly invoice to City for all fuel dispensed to City vehicles, in accordance with the readings recorded from the card reading system.

#### B. COVENANTS OF CITY

1. City agrees to pay for all fuel provided to the City pursuant to this Agreement on a per gallon basis at a rate calculated as follows:

Actual per gallon cost of Gasoline as purchased by the District.

Actual per gallon cost of Diesel fuel as purchased by the District.

2. City agrees, upon receipt of a monthly statement from District, to remit any funds owed for fuel usage within thirty (30) days from the date of each statement. Such payments shall be made from current revenues available to City. Late payments shall bear interest in accordance with the Texas Prompt Pay Act.

3. City will purchase and retain ownership of a 4,000 gallon fuel storage tank and will

purchase and retain ownership of two pumps (one for gasoline, one for diesel) and related accessories. City's maximum expenditure for these items shall not exceed \$37,000.00. City shall also cause to be installed the fuel storage tank and pumps, at City's expense. The District shall be allowed to use the City's fuel storage tank and pumps throughout the term of this Agreement.

4. The City shall obtain and maintain any required licenses on the City's tank and pumps and shall comply with all federal laws, laws of the State of Texas, and regulations of the Texas Railroad Commission, as same may be amended from time to time, regarding City's purchase, installation, use and removal of the fuel storage tank and pumps.

5. City represents and warrants to District that City has complied with all applicable bidding requirements as set forth in its purchasing policy and the statutes of the State of Texas.

#### C. MUTUAL COVENANTS

1. The City and the school district agree that the financial responsibilities articulated in this Agreement adequately compensate the parties.

2. City and District shall equally share responsibility for the costs associated with maintenance and repair of the fueling equipment. The District, with City's City Manager's consent, or without the City Manager's consent in an emergency, shall cause the fueling equipment to be serviced or repaired as needed. After receipt or drafting of statements for maintenance or repair of the fueling equipment, the District shall forward a copy of the statements to the City, and the City agrees to remit funds owed for one-half of the cost of maintenance and repair within thirty (30) days of the statement.

#### II.

Only to the extent authorized by the Texas Tort Claims Act as to the District's use of District motor vehicles, the District agrees to and accepts responsibility for the acts, negligence, or omissions of all District's employees and agents in the performance of this Agreement with the City. Only to the extent authorized by the Texas Tort Claims Act, City agrees to and accepts responsibility for the acts, negligence, or omissions of all of City's employees and agents, and, to the extent permitted by law, City's subcontractors, and/or contract laborers doing work under a

contract or agreement with City in the performance of this Agreement with District. It is further agreed that if a claim or liability shall arise from the joint or concurring negligence of both parties hereto, in a situation in which both parties are liable under the Texas Tort Claims Act, then the liability shall be borne by them comparatively in accordance with the laws of the State of Texas. This paragraph shall not be construed as a waiver by either party of governmental immunity or of any defense available to it under the laws or constitution of the State of Texas. It is understood that it is not the intention of the parties hereto to create liability for the benefit of third parties, but that this Agreement shall be for the benefit of the parties hereto.

### III.

The term of this Agreement shall be for a period of five years commencing as of December 1, 2008 and ending November 30, 2013. Thereafter, this Agreement will be automatically renewed for an additional ten years in one (1) year terms unless District or City notifies the other, on or before 180 days before the date that this Agreement will automatically renew. In addition, either party may terminate this Agreement at any time upon 180 days written notice to the other. Upon termination of this Agreement, City may elect to remove and relocate its 4,000 gallon tank and pumps, or offer this equipment to the District for purchase at the then-fair-market value price agreed upon by the parties. If the City elects to remove its tank and pumps, it will take all safety precautions necessary to protect the District's fuel facility.

### IV.

Any notice or other written instrument required or permitted to be delivered under the terms of this Agreement shall be deemed to have been delivered, whether actually received or not, when deposited in the United States mail, postage prepaid, registered or certified, return receipt requested, addressed to the parties, as the case may be, at the following addresses:

DISTRICT:

Lake Worth Independent School District  
Attn: Superintendent  
6800 Telephone Road  
Lake Worth, Texas 76135

CITY:

City of Lake Worth  
Attn: City Manager  
3805 Adam Grubb  
Lake Worth, Texas 76135

V.

This Agreement represents the entire and integrated Agreement between District and City and supersedes all prior negotiations, representations, or agreements, either written or oral, and specifically that certain 1996 Interlocal Agreement for the Use of Fueling Equipment between City and District. This Agreement may be amended only by written instrument signed by both District and City.

VI.

This Agreement and any of its terms or provisions, as well as the rights and duties of the parties hereto, shall be governed by the laws of the State of Texas, and shall be performable in Tarrant County, Texas.

VII.

In the event that any portion of this Agreement shall be found to be contrary to law, it is the intent of the parties hereto that the remaining portions shall remain valid and in full force and effect to the extent possible.

VIII.

The undersigned officers or agents of the parties hereto are the properly authorized officials and have the necessary authority to execute this Agreement on behalf of the parties hereto, and each party hereby certifies to the other that any necessary resolutions extending said authority have been duly passed and are now in full force and effect.

EXECUTED in duplicate originals on this the 11<sup>th</sup> day of November, 2008.

LAKE WORTH INDEPENDENT  
SCHOOL DISTRICT:

By:

  
Wilson Daggs  
President, Board of Trustees

CITY OF LAKE WORTH:

By:



ATTEST:

By: Donna Hutson  
Donna Hutson  
Secretary, Board of Trustees

ATTEST:

By: Hinda Rhodes  
City Secretary

APPROVED AS TO LEGAL FORM:

By: Lynn Rossi Scott  
Lynn Rossi Scott  
Attorney for Lake Worth Independent  
School District

APPROVED AS TO LEGAL FORM:

By: Wayne K. Olson  
Wayne K. Olson  
Attorney for City of Lake Worth

LAKE WORTH ISD  
Purchasing Department  
6805 Telephone Road  
Lake Worth, Texas 76135  
RFP #07052016-0200 FUEL BID

I (We) are making our bid in accordance with the general conditions and specifications as contained in this document and addenda, unless otherwise specified.

COMPANY: Martin Eagle Oil Company, Inc

ADDRESS: 2700 James Street

CITY/STATE/ZIP: Denton, Texas 76205

TELEPHONE: ( 940 ) 383-2351

FAX: ( 940 ) 382-9342

DUNS #: 026333799

AUTHORIZED REPRESENTATIVE'S NAME: Phillip Childers III

REPRESENTATIVE'S SIGNATURE: Phillip Childers III

DATE: 06-24-2016

BIDS: Lake Worth ISD and the City of Lake Worth use between 3,000 and 5,000 gallons of Unleaded/Diesel per month combined. This amount is only an estimate given to bidders on which to base their bids. This amount is not a guaranteed amount of product to be purchased.

	Transport	Short Transport	Bobtail
RFG Unleaded Gas	\$(+) 0.0310	\$(+) 0.0510	\$(+) 0.0710
RFG Mid-Grade Gas	\$(+) 0.0310	\$(+) 0.0510	\$(+) 0.0710
RFG Super Unleaded Gas	\$(+) 0.0310	\$(+) 0.0510	\$(+) 0.0710
Low Sulfur Diesel	Not a product allowed in Tarrant County (per TCEQ)		
	Transport	Short Trans	Bobtail
Ultra Low Sulfur Diesel with no more than 15 ppm	\$ 0.0300	\$ 0.0500	\$ 0.0700

Vendor upon delivery of product shall provide to the district a copy of the Daily DFW OPIS Rate for the day of order.  
This documentation may be delivered via fax or with delivery person.

Transports 7500 gross gallons to a single site with multi products  
Short Transport 4501 to 7499 gallons  
Bobtail 4500 or less

Continue to furnish monitors at no cost if LWISD continues or keep full program.

The constant is add to the OPIS Gross Rack average per day of Delivery using the Dallas Metro OPIS report

Page must be completed and returned to be considered responsive.



# Lake Worth Independent School District

6805 Telephone Road • Lake Worth, Texas 76135 • Phone 817-306-4200 • Fax 817-306-4201

May 24, 2018

Lake Worth ISD School Board

Martin Eagle Oil Company, Inc.  
RE: RFP #07052016-0200 Fuel

We propose to extend the bid from Martin Eagle Oil Company to Lake Worth ISD for an additional one (1) year period, per the original agreement. The extension period will be for the following term: September 1, 2018 to August 31, 2019.

During this time, Martin Eagle Oil Company, Inc. agrees to provide fuel to Lake Worth ISD. The pricing for the fuel will remain the same as stated in the initial contract agreement. A copy of the original bid and the bid tabulation sheet are available for your reference upon request.

In an effort to update our current files, please complete the attached forms and send back to me to keep you in compliance with the recent Senate laws.

Please visit the Texas Ethics Commission website at:

[https://www.ethics.state.tx.us/whatsnew/elf\\_info\\_form1295.htm](https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm) to complete your HB 1295 Certificate of Interest Parties form. Please complete, sign and return with all requested forms no later than June 21, 2018 to our office via postal mail. If pricing or terms have changed, then a detailed written response is required.

Lake Worth ISD  
Attn: Heather Villarreal  
6805 Telephone Road  
Lake Worth, TX 76135

Failure to return all completed forms to Lake Worth ISD will cause your company to become an inactive vendor of Lake Worth ISD. If you have any further questions, please do not hesitate to contact me.


☒ Renew

☐ Do Not Renew

  
Carla Dodd, Director of Operations

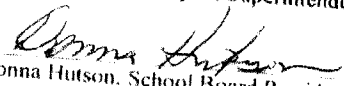
Date

6-14-18

  
Rose Mary Neshyba, Superintendent


Date

7/17/18

  
Donna Hutson, School Board President

Date

6-16-18

  
Phillip Childers III, Vice President of Sales  
Martin Eagle Oil Company, Inc.

05/24/2018

Date

LWISD WILL ENGAGE, CHALLENGE, AND EMPOWER EVERY STUDENT EVERY DAY



**Lake Worth City Council Meeting – September 11, 2018**

**Agenda Item No. B.12**

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**From:** Kelly McDonald, Purchasing Coordinator/Risk Manager

**Item:** Approve a Master Intergovernmental Cooperative Purchasing Agreement with TIPS (The Interlocal Purchasing Cooperative of the Region VIII Education Service Center and authorize the City Manager to execute same.

**Summary:**

TIPS (The Interlocal Purchasing Cooperative of the Region VIII Education Service Center is a regional planning commission and political subdivision of the State of Texas, operating under Chapter 391, Texas Local Government Code. Pursuant to the Act, TIPS is authorized to contract with municipalities to perform governmental functions and services, including the purchase of goods and services. TIPS has instituted a cooperative purchasing program under which it contracts with eligible entities under the Act. To utilize this contract with must enter in to an Interlocal Agreement with TIPS.

There is no cost to the City to enter in to the agreement and there in no liability for the City to join.

**Fiscal Impact:**

N/A

**Attachments:**

1. TIPS Interlocal Contract for Cooperative Purchasing

**Recommended Motion or Action:**

Approve a Master Intergovernmental Cooperative Purchasing Agreement with TIPS (The Interlocal Purchasing Cooperative of the Region VIII Education Service Center and authorize the City Manager to execute same.

**AN INTERLOCAL AGREEMENT**  
**Between Region 8 Education Service Center and a**  
**TEXAS PUBLIC ENTITY OR LOCAL GOVERNMENT**  
**(School, College, University, State, City, County, or Other Political Subdivision)**

\_\_\_\_\_  
TEXAS PUBLIC ENTITY NAME

\_\_\_\_\_  
Control Number (TIPS will Assign)  
Schools enter County-District Number

Region 8 Education Service Center  
Pittsburg, Texas

225 - 950  
County-District Number

Texas Education Code §8.002 permits regional education service centers, at the direction of the Commissioner of Education, to provide services to assist school districts, colleges and universities in improving student performance and increasing the efficiency and effectiveness of school, college and university operations. Authority for an Interlocal agreement to provide such services is granted under Texas Government Code § 791 *et seq* as amended. Cooperative Purchasing Services under this agreement are extended to all Texas State, City or County Government Agencies, or any other legally eligible Local Government Entity as defined in the Texas Government Code § 791.003.

This Interlocal Agreement (hereinafter the "Agreement") is effective \_\_\_\_\_ and shall be automatically renewed unless either party gives sixty (60) days prior written notice of non-renewal. This Agreement may be terminated without cause by either party upon (60) days prior written notice, or may also be determined for cause at any time upon written notice stating the reason for and effective date of such terminations and after giving the affected party a thirty (30) day period to cure any breach.

**Statement of Services to be Performed:**

Region 8 Education Service Center, by this Agreement, agrees to provide cooperative purchasing services to the above-named public entity through a Program known as The Interlocal Purchasing System (TIPS) Program.

The purpose of the TIPS Program shall be to improve procurement process efficiencies and assist in achieving best value for participating School District, University, College, Community College, City, County or Other Public Agencies through cooperative purchasing.

**Roles of the TIPS Purchasing Cooperative:**

- ☐ Provide for the organizational structure of the program.
- ☐ Provide staff for efficient operation of the program.
- ☐ Promote marketing of the TIPS Program.
- ☐ Coordinate the Competitively Bid Process for all Vendor Awarded Contracts.
- ☐ Provide members with procedures for placing orders through TIPS PO System.
- ☐ Maintain filing system for Due Diligence Documentation.
- ☐ Collect fees from vendors to support the costs of operations of TIPS.

**Role of the Public Entity:**

- ☐ Commit to participate in the program by an authorized signature on membership forms.
- ☐ Designate a Primary Contact and Secondary Contact for entity.

- ☐ Commit to purchase products and services from TIPS Vendors when in the best interest of the entity.
- ☐ Submit Purchase Orders and/or Vendor Contracts through the TIPS PO System by emailing the pdf document to [tipspo@tips-usa.com](mailto:tipspo@tips-usa.com).
- ☐ Accept shipments of products ordered from Awarded Vendors.
- ☐ Process Payments to Awarded Vendors in a timely manner.

### **General Provisions:**

The Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the programs contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such programs.

This Agreement shall be governed by the law of the State of Texas and venue shall be in the county in which the administrative offices of RESC 8 are located which is Camp County, Texas.

This Agreement contains the entire agreement of the Parties hereto with respect to the matters covered by its terms, and it may not be modified in any manner without the express written consent of the Parties.

If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect.

The Parties to this Agreement expressly acknowledge and agree that all monies paid pursuant to this Agreement shall be paid from legally appropriated and budgeted available funds for the current fiscal year of each such entity.

No jointly owned property shall be created by this agreement and, therefore, no provision to dispose of jointly held property is required.

Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation. The site of the mediation shall be in Camp County, Texas or a site mutually agreed by the parties. The selection of the mediator shall be mutually agreed. The cost of mediation shall be shared equally. No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

This Agreement may be negotiated and transmitted between the Parties by electronic means and the terms and conditions agreed to are binding upon the Parties.

### **Authorization:**

Region 8 Education Service Center and The Interlocal Purchasing System (TIPS) Program have entered  
Region 8 ESC TIPS Interlocal Agreement for Texas Members

Revised 2-27-2017 - RP

into an Agreement to provide cooperative purchasing opportunities to public agencies.  
This Agreement was approved by the governing boards of the respective parties at meetings that were posted and held in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551. (If required by the entity.)

The individuals signing below are authorized to do so by the respective parties to this Agreement.

**Member Entity:**

\_\_\_\_\_  
**Entity or District Name**

By: \_\_\_\_\_  
Authorized Signature

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
Date

**Purchasing Cooperative Lead Agency:**

**Region 8 Education Service Center**

By: \_\_\_\_\_  
Authorized Signature

Dr. David Fitts  
Title: Executive Director Region 8 ESC

\_\_\_\_\_  
Date

**Public Entity Contact Information**

\_\_\_\_\_  
Primary Purchasing Person Name

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Primary Person Email Address

\_\_\_\_\_  
City, State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Secondary Person Name

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Secondary Person Email Address

The state of Texas requires an Interlocal Agreement be approved by the respective entities governing board. You may email completed Interlocal Agreement to [tips@tips-usa.com](mailto:tips@tips-usa.com).

## TIPS BOARD RESOLUTION

STATE OF TEXAS

FOR: THE REGION VIII  
EDUCATION SERVICE  
CENTER

WHEREAS, the Board of Directors of \_\_\_\_\_, \_\_\_\_\_, Texas,  
(Named Public Agency) (City)

pursuant to the authority granted by TEX. GOV'T CODE § 791.001, *et seq*, desires to participate in the  
TIPS Purchasing Cooperative offered by Region VIII Education Service Center, and in the  
Opinion that participating in this program will be highly beneficial to the taxpayers through the anticipated  
savings to be realized.

Therefore, be it RESOLVED that the \_\_\_\_\_ requests a stated need for  
(Named Public Agency)  
participation in The Interlocal Purchasing System (TIPS) whereby \_\_\_\_\_  
(Name of Authorized Person)

is authorized and directed to sign and deliver any and all necessary requests and documents in connection  
therewith for and on behalf of \_\_\_\_\_.  
(Named Public Agency)

I certify that the foregoing is a true and correct original Resolution duly adopted by the  
\_\_\_\_\_ and is filed on record at the TIPS office.  
(Named Public Agency)

In witness thereof, I have set my hand and signature this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

By: \_\_\_\_\_  
(Authorized Signature)  
\_\_\_\_\_  
(Printed Authorized Name)  
\_\_\_\_\_  
(Title)

**This legal document will remain current on file until either party severs the agreement.**

## Lake Worth City Council Meeting – September 11, 2018

### Agenda Item No. B.13

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**From:** Mike Christenson, Fire Chief

**Item:** Approve a contract renewal with Tarrant County Fire Alarm Center (TCFAC) for Lake Worth Fire Department dispatch services from October 1, 2018 through September 30, 2019 and authorize the City Manager to execute same.

**Summary:**

The Lake Worth Fire Department has requested to renew our fire dispatch with Tarrant County Fire Alarm on a full-time basis. Tarrant County Fire Alarm (TCFA) offers many features that benefit the Lake Worth Fire Department and its citizens. They have two to three dispatchers on duty at all times. These dispatchers generally have a background in fire or EMS and are trained in EMD (Emergency Medical Dispatch). The benefit to this is they can give each EMS call a priority response, and give first aid instruction to bystanders.

The TCFA is also able to monitor all radio traffic of departments on the west and south side of Tarrant County including Fort Worth Fire. TCFA can provide a separate tone between a fire call and an EMS call; providing a pre-alert tone for a structure fire and dispatch all units at the same time.

Another feature they provide is support for the use of a Mobile Dispatch Terminal (MDT) in the fire vehicles with GPS and mapping features (real time). This feature allows the firefighters to view all types of information from their MDT.

TCFA has an app that allows us to see information on different devices such as dispatch information, what vehicles are responding, with route information, and up to date call times. TCFA software can also support the use of status boards throughout the station which would allow use to see important information such as what vehicles are out of service in the system, any road closures, apparatus that are on a current call, and many other items. One other feature of their software is that it allows us to set up a predetermined response que for different types of alarms or a coverage response.

**Fiscal Impact:**

1. FYE 18/19 - \$39,188; this amount includes all services for Lake Worth and Lakeside.

**Attachments:**

1. TCFAC contract

**Recommended Motion or Action:**

Move to approve a contract renewal with Tarrant County Fire Alarm Center (TCFAC) for Lake Worth Fire Department dispatch services from October 1, 2018 through September 30, 2019 and authorize the City Manager to execute same.



# Tarrant County Fire Alarm Center

400 S. Saginaw Blvd

Saginaw, Texas 76179

Main# (817) 232-9880 Fax# (817) 232-9885

[www.tcfirealarm.com](http://www.tcfirealarm.com) [admin@tcfirealarm.com](mailto:admin@tcfirealarm.com)

City of Lake Worth  
3805 Adam Grubb Street  
Lake Worth, Texas 76135

June 26, 2018

Dear Fire Chief Christenson,

Please find attached the contract for fiscal year 2018-2019 for emergency dispatch services with the Tarrant County Fire Alarm Center. This proposed contract incorporates a 4.5% increase over last year's rate for the City of Lake Worth, a total increase of \$1,688 from \$30,000 (2017-18) to \$39,188 (2018-19). The \$39,188 contract rate includes \$7,838 for fire and EMS related dispatch service for the City of Lakeside. The increase is to fund our operational and IT cost, and a 2.5% employee salary increases to maintain market competitive employee wage compensation.

Upon approval we ask that you sign both copies. Retain one for your records and return the other signed copy to our office. Included with the contract is a copy of the Tarrant County Fire Alarm Center's 2018-2019 adopted budget. An invoice for service for the upcoming fiscal year will be distributed in September.

We appreciate the opportunity to continue serving the citizens of the City of Lake Worth and your fire department. Our goal is to provide the highest level of service possible so that your fire department and the citizens you serve remain pleased with the level of services you receive. If you should ever have any questions, comments, or concerns please don't hesitate to contact me at (817) 230-0412 or by email [dougspears@saginawfire.us](mailto:dougspears@saginawfire.us)

Sincerely,

Doug Spears  
Managing Director  
Tarrant County Fire Alarm Center



## EMERGENCY DISPATCH SERVICE CONTRACT

STATE OF TEXAS )

COUNTY OF TARRANT )

Whereas, the Tarrant County Fire Alarm Center, (Alarm Center), a non-profit Corporation of the State of Texas, and the City of Lake Worth, Texas (City), are empowered to make agreements for the provisions of emergency dispatch services, a governmental function; and

Whereas, the Alarm Center and the City desire to enter into this agreement; and

Whereas, the City Council of the City finds the following agreement is in the best interest of and serves the public health, safety, and welfare.

### WITNESSETH:

NOW, THEREFORE, for and in consideration of the mutual promises and covenants herein made, the benefits flowing to each parties hereto and other good and valuable considerations, the City of Lake Worth, Texas, and the Tarrant County Fire Alarm Center do hereby contract and agree as follows:

#### **The Alarm Center agrees to:**

- A. Provide all such services as required to provide the City with 24 hour per day dispatching service for the City of Lake Worth Fire Department, including all calls for service within its City limits, areas within the city limit boundaries of Lakeside, Texas and areas within the unincorporated boundaries as contracted for the City with the Tarrant County Emergency Services District #1, and for all other such calls as its fire department would respond to if called upon to do so;
- B. Staff the Alarm Center to provide the receiving of both 9-1-1 and other emergency calls for fire, rescue, and emergency medical services for the City of Lake Worth, Texas, the City of Lakeside, Texas as contracted with the City of Lake Worth, and the areas to which the Lake Worth Fire Department responds;
- C. Dispatch all emergency calls for fire, rescue, and emergency medical services for the Lake Worth Fire Department in a prompt and expedient manner by radio as provided by the City;
- D. Provide 24 hour per day recording of all 9-1-1 and other emergency telephone calls, all radio transmissions associated with dispatching all calls for fire, rescue, and emergency medical services for the City of Lake Worth, Texas Fire Department, and to retain such recordings for a period of not less than thirty (30) days. Such recordings shall be made available to the City of Lake Worth, Texas, upon written request, for its review in the event



any questions or concerns should arise from the receiving and/or dispatching of any call or calls for service; Furthermore any recording of radio transmissions, 9-1-1 or other emergency telephone calls retained by the Alarm Center on behalf of the City of Lake Worth, Texas Fire Department will remain the property of the City of Lake Worth.

Authority to request such recordings shall be reserved to the senior administration of the City of Lake Worth, Texas. This shall include the Fire Chief and his/her designated representatives, the City Manager, Assistant City Manager, the Mayor and any of their designated representatives.

E. Provide access to reports containing information of all calls dispatched for the Lake Worth Fire Department, to include the date, time, location, and nature of all such calls. Furthermore any call sheets, and/or reports retained by the Alarm Center on behalf of the City of Lake Worth, Texas Fire Department will remain the property of the City of Lake Worth.

F. The Tarrant County Fire Alarm Center agrees to abide by the City's policies in regard to the release of information in accordance with the Texas Public Information Act

G. In addition, and if requested by the City, the Tarrant County Fire Alarm Center agrees to submit, on a quarterly basis, a financial report on the status of the Fire Alarm Center to reflect its operating expenses and financial status;

H. Provide a "General Liability" Insurance Policy in the amount of one (1) million dollars (\$1,000,000.00) that will hold harmless the Tarrant County Fire Alarm Center and all contracting agencies and cities for any acts of negligence or other litigation against the Alarm Center arising from the operation of the Alarm Center, its agents and employees, and agrees to include the City of Lake Worth as an additional insured under the policy.

**The City agrees to, in exchange for such services:**

A. Purchase, install, and maintain at its sole cost and expense, a radio base station and repeater link in order for the Alarm Center to dispatch calls by radio to the Lake Worth Fire Department;

B. Provide all necessary maps and street information, and all other information requested by the Tarrant County Fire Alarm Center necessary to dispatch all calls for fire, rescue, and emergency medical services in a prompt and expedient manner, and to locate any such call for service within the area the Lake Worth Fire Department provides service. Such information shall include, but not be limited to, names and addresses of all businesses, schools, churches, and other important structures within the City of Lake Worth, Texas; its Fire Department and City staff; and all other personnel whom might need to be contacted in the event of a major incident or disaster;

C. Abide by the Standard Operating Procedures (SOP's) and its rules and regulations as established and approved by the Board of Directors of the Fire Alarm Center for the operation of the Alarm Center by its personnel;



D. Pay to the Tarrant County Fire Alarm Center the sum of THIRTY-ONE THOUSAND, THREE HUNDRED and FIFTY DOLLARS (\$31,350) for the City of Lake Worth, Texas services for each year this contract is in effect, with payment due on October 1<sup>st</sup> of each year.

Pay to the Tarrant County Fire Alarm Center an additional sum of SEVEN THOUSAND, EIGHT HUNDRED and THIRTY-EIGHT DOLLARS (\$7,838) for the City of Lakeside, Texas services for each year this contract is in effect, with payment due on October 1<sup>st</sup> of each year.

### **TERMS OF AGREEMENT**

The term of this agreement shall be for one (1) year, beginning October 1<sup>st</sup>, 2018 through September 30, 2019.

### **NOTICE OF CANCELLATION**

In the event that the Tarrant County Fire Alarm Center fails in any way to provide the services in this agreement, the City of Lake Worth, Texas, may cancel this agreement. Such notice of cancellation shall be given in writing, listing its reasons for such cancellations, and to be effective 30 days after such notice is received.

In the event that the City of Lake Worth, Texas, fails to comply with the provisions of this agreement, the Tarrant County Fire Alarm Center may cancel this agreement. Such notice of cancellation shall be given in writing, listing its reasons for such cancellations, and to be effective 30 days after such notice is received.

In the event either party's gives notice of cancellation of this agreement, the Alarm Center agrees to refund to City its money paid for services which it will no longer receive, to be prorated from the time services are discontinued until the expiration date on the contract.

### **LIABILITY**

It is the intention of the parties and the parties do agree that any and all civil liability related to the furnishing of the services contemplated by this agreement to the City, as the governmental unit which would be responsible for furnishing such services absent this agreement, shall be the responsibility of the City, and the City agrees, to the extent permitted by law, to indemnify, save and defend the Alarm Center, its agents, officers and employees harmless from all liabilities, claims, cause of action, costs and expenses for injury to persons or property or death of any persons resulting from the failure of the equipment associated with the services provided by the Alarm Center to the City by this agreement. The fact that the parties accept certain responsibilities relating to the rendition of services under this agreement as a part of their responsibility for providing protection for the public health make it imperative that the performance of these vital services be recognized as a governmental function and that the doctrine of governmental immunity shall be and is hereby invoked to the fullest extent possible under the law. Neither party waives or shall be deemed hereby to waive any immunity or defense that would otherwise

be available to it against claims arising from the exercise of governmental powers and functions.

### **LAWS GOVERNING**

The validity of this agreement and any of its terms or provisions, as well as the rights and duties of the parties hereto, shall be governed by the laws of the State of Texas. This agreement shall be performable and all compensation payable in Tarrant County, Texas. Venue under this agreement lies in Tarrant County, Texas.

### **SEVERABILITY**

If any clause, paragraph, section or portion of this agreement shall be found to be illegal, unlawful, unconstitutional or void for any reason, the balance of the agreement shall be deemed to have contracted as if said clause, section, paragraph or portion had not been contained in the agreement initially.

### **AUTHORITY**


The undersigned officers and/or agents of the parties hereto are the properly authorized officials and have the necessary authority to execute this agreement on behalf of the parties hereto, and each party hereby certifies to the other that any necessary resolutions extending said authority have been duly passed by majority of the City Council and by the Board of Directors of the Tarrant County Fire Alarm Center, at which meetings a quorum was present, and are now in full force and effect.

Executed in duplicate original this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
City Secretary  
City of Lake Worth, Texas

\_\_\_\_\_  
Stacey Almond, City Manager  
City of Lake Worth, Texas

\_\_\_\_\_  
Approved as to Form and Legality:  
City Attorney  
City of Lake Worth, Texas

  
\_\_\_\_\_  
Kirt Mays, President  
Board of Directors  
Tarrant County Fire Alarm Center





# **TARRANT COUNTY FIRE ALARM CENTER**

ADOPTED  
BUDGET  
FOR  
FISCAL YEAR  
2018 - 2019

BOARD OF DIRECTOR APPROVAL:

*Kirt Mays* (Signed)

KIRT MAYS, BOARD PRESIDENT

Formally Adopted on July 19, 2018

# TCFAC 2018-2019 BUDGET

## BUDGET OVERVIEW

1	SALARY EXPENSE	\$504,650
2	HEALTH INSURANCE	\$51,250
3	UTILITIES	\$9,900
4	EQUIPMENT MAINTENANCE & REPAIR	\$6,000
5	OFFICE SUPPLIES	\$2,000
6	UNIFORMS	\$2,500
7	NEW EQUIPMENT	\$4,000
8	EQUIPMENT REPLACEMENT FUND	\$5,000
9	TRAINING	\$6,000
10	INSURANCE & FEE'S	\$7,400
11	TECHNICAL SUPPORT	\$27,500
12	MEDICAL DIRECTION	\$5,000

**TOTAL \$631,200**

# TCFAC 2018-2019 BUDGET

## CONTRACT INCOME

1 EMERGENCY SERVICES DISTRICT		\$389,716
2 CITY OF HASLET		\$31,350
MDT OPERATIONAL FEES	3	\$330
RESPONDER APP FEES	45	\$338
3 TOWN OF EDGECLIFF VILLAGE		\$31,350
RESPONDER APP FEES	30	\$225
4 CITY OF RIVER OAKS		\$31,350
MDT OPERATIONAL FEES	3	\$330
RESPONDER APP FEES	40	\$300
5 CITY OF AZLE		\$31,350
MDT OPERATIONAL FEES	5	\$660
RESPONDER APP FEES	50	\$375
6 CITY OF RENO		\$31,350
7 CITY OF SAGINAW		
MDT OPERATIONAL FEES	7	\$770
RESPONDER APP FEES	25	\$188
8 EAGLE MOUNTAIN FIRE DEPARTMENT		
MDT OPERATIONAL FEES	0	\$0
RESPONDER APP FEES	50	\$375
9 RENDON FIRE DEPARTMENT		
MDT OPERATIONAL FEES	6	\$660
RESPONDER APP FEES	65	\$488
10 CITY OF WHITE SETTLEMENT		\$31,350
RESPONDER APP FEES	40	\$300
11 CITY OF LAKE WORTH		\$39,188
MDT OPERATIONAL FEES	6	\$660
RESPONDER APP FEES	3	\$23
12 BRIAR / RENO FIRE DEPARTMENT		\$7,838
RESPONDER APP FEES	50	\$375
TOTAL		\$631,239
TOTAL INCOME		\$631,239
BUDGET FOR 2018-19		\$631,200
PROJECTED YEAR END BALANCE		\$39

## 1. SALARY EXPENDITURES

\$504,648

Salary expense is based on having two (2) emergency communications personnel on duty 24-hours per day, 365 days a year and one (1) additional dispatcher 12 hours per day during the peak daytime hours and includes the following expenses:

- 1 Salaries for full time personnel
- 2 Salaries for part time personnel
- 3 Overtime and holiday compensation
- 4 Training time for new personnel
- 5 Longevity pay
- 6 Payroll taxes

### SALARIES FOR FULL-TIME PERSONNEL

This expense is based on having a total of eight (8) full-time personnel and includes a modest salary increase of 2.5% for full-time personnel. Salary increases are being implemented to assist in both recruiting and maintaining qualified personnel.

Each full-time employee works a 40-hour work week and accrues 40-hours or five (5) days paid leave after completing six (6) months employment. After one (1) year each employee accrues an additional five (5) days of paid leave time for a total of ten (10) days per year. After completion of five (5) years employment, employees accrue a total of fifteen (15) days of paid leave per year. Six (6) full-time employees have/will accrue ten (10) days of paid leave each for fiscal year 2018-19 and two (2) have/will accrue fifteen (15) days of paid leave each for fiscal year 2018-19 for a total of 720 paid leave

### COST FOR FULL-TIME PERSONNEL

Two (2) emergency communications personnel on duty 24-hours everyday is 17,520 man-hours worked annually.

Of the 17,520 annual man-hours, any hours not filled by full-time personnel are filled by part-time personnel.

Each pay period is 2 weeks (14 days). Full-time personnel work 80 hours per pay period consisting of 2 work weeks; each work week is 7 days. Full-time personnel work six separate 12 hour shifts and one 8 hour shift per pay period; 44 hours are worked in one work week followed by 36 hours the following work week within each pay period. Hours worked beyond 40 in a work week are compensated at an O/T rate. There are twenty-six (26) pay periods per year.

The full-time personnel work eighty (80) hours per pay period x twenty-six (26) weeks per year x eight (8) full-time personnel.

$$80 \times 26 \times 8 = 16,640 \text{ man-hours}$$

16,640

Full-time man-hours worked annually

720

Combined full-time personnel accrued paid-leave hours

15920

Actual man-hours worked by full-time personnel this fiscal year

Paid leave hours that will be accrued and utilized by full-time staff for this fiscal year is 720 man-hours. This will result in a total of 15,920 man-hours covered by full-time personnel of the 17,520 required man-hours for staffing.

17,520

Annual required man-hours

15,920

Actual man-hours staffed by full-time personnel

**1600**

Remaining man-hours to be staffed utilizing part-time personnel

Full-time personnel positions and respective pay rates:

Position	Base Salary	Hourly Rate	O/T Rate	1976 Hrs Reg Hrly	4 OT Hrs x 26 Wks	Annual Hours	2017-18 Salary
Operations/	2080		1.5	1976	104		
IT Support	\$45,529	\$22.44	\$33.66	\$44,341	\$3,501	2080	\$47,842
Bi-weekly inc pay for additional IT & admin duties.					26 x	\$200	\$5,200
FT Pos 1	\$37,944	\$18.70	\$28.05	\$36,951	\$2,917	2080	\$39,868
FT Pos 2	\$37,944	\$18.70	\$28.05	\$36,951	\$2,917	2080	\$39,868
FT Pos 3	\$36,870	\$18.17	\$27.26	\$35,904	\$2,835	2080	\$38,738
FT Pos 4	\$36,870	\$18.17	\$27.26	\$35,904	\$2,835	2080	\$38,738
FT Pos 5	\$36,870	\$18.17	\$27.26	\$35,904	\$2,835	2080	\$38,738
FT Pos 6	\$36,870	\$18.17	\$27.26	\$35,904	\$2,835	2080	\$38,738
FT Pos 7	\$36,870	\$18.17	\$27.26	\$35,904	\$2,835	2080	\$38,738

Cost for full-time personnel salaries

**\$326,471**

#### COST FOR PART-TIME PERSONNEL

1600

Man-hours to be staffed by part-time personnel

\$16.50

Hourly rate of part time personnel

\$26,400

Hourly cost for part-time personnel covering hours not filled with full-time personnel

4380

Man-hours to be staffed by part-time personnel

\$16.50

Hourly rate of part time personnel

\$72,270

Hourly cost for part-time personnel to work a twelve (12) hour shift everyday during daytime peak periods

12 hours x 365 days = 4380 hours

Cost for part-time personnel salaries

**\$98,670**



## HOLIDAY AND OVERTIME COMPENSATION

This expense is based on paying an overtime rate of 1.5 times the regular hourly rate for holidays worked. A total of nine (9) holidays are observed.

Holidays observed: New Years Day, Easter Sunday, Memorial Day, July 4th, Labor Day, Thanksgiving Day Eve, Thanksgiving Day, Christmas Eve and Christmas Day.

Overtime expense for full-time personnel is based on 1.5 times the average regular hourly rate of \$18.84 which equates to \$28.25 per hour.

9 Holidays x 24 Hours x 2 Emergency Communications Personnel = 432 Total Holiday Hours

9 Holidays x 12 Hours x 1 Emergency Communications Personnel = 108 Total Holiday Hours

\$9.41 Difference in regular hourly rate and overtime hourly rate. Averaged.

540 Total holiday hours

\$5,081.40

\$5,081

In addition to overtime compensation for holidays worked full-time personnel are occasionally required to work extra shifts when part-time personnel are not available to work, whenever someone calls in sick, during peak call volume periods, etc... Full-time personnel are compensated at the overtime rate for actual hours worked in excess of forty (40) hours in one (1) work week.

Twelve (12) hours of overtime per week are budgeted based on multiple previous years history.

\$28.25 x 12 hours per week x 52 weeks = \$17,628 \$17,628

Two (2) additional personnel are required for adequate staffing during the 4th of July Holiday period due to call volume resulting in an additional forty-eight (48) hours of overtime. Two (2) personnel x twenty-four (24) hours.

48 hours x \$28.25 = \$1,356 \$1,356

\$5,081

\$17,628

\$1,356

TOTAL COST FOR OVERTIME AND PAID LEAVE

\$24,065

## COST FOR TRAINING NEW PERSONNEL

When new personnel are hired each new employee is required to undergo training for a minimum of sixty (60) hours before being permitted to work a regular shift. The hourly compensation for personnel in training is \$14.00 hourly. On average we anticipate hiring and training up to six (6) employees per year. This includes both full-time and part-time personnel positions.

6 Six personnel trained annually

Hourly rate \$14.00

80 Hours of training per new employee

Total hours 480

480 Total training hours annually

Total cost for annual training \$6,720

## LONGEVITY COMPENSATION

All personnel are eligible to receive longevity compensation for each month of continuous service after one year of employment. Longevity compensation is distributed the first week in December annually. Longevity compensation is figured at \$4 per month of service for full-time personnel up to the full-time maximum total amount of \$600 annually and \$3 per month for part-time personnel up to the part-time maximum total of \$300 annually.

Total longevity compensation **\$3,900**

## PAYROLL TAXES

Payroll taxes (Social Security and Medicare) are calculated at a rate of 7.65% of the total salary expenses. Total salary expenses this fiscal year are \$406,156.

\$459,826 x 7.65% = \$35,177 Payroll taxes **\$35,177**

## TOTAL SALARY EXPENSES (minus retirement account contributions)

1 Salaries for full-time personnel	\$326,471	\$326,470
2 Salaries for part-time personnel	\$98,670	\$98,670
3 Overtime and Holiday	\$24,065	\$24,070
4 Training for new personnel	\$6,720	\$6,720
5 Longevity	\$3,900	\$3,900
6 Payroll taxes	\$35,177	\$35,180
		<b>\$495,010</b>

## RETIREMENT ACCOUNT CONTRIBUTION

This year we have established a 403(b) retirement account opportunity for full-time staff. The Board anticipates being able to make a year-end employer matching contribution for plan participants up to 3% of the participating employee's salary.

FT Pos 1	\$47,842	X	3%	\$1,435	
FT Pos 2	\$39,868	X	3%	\$1,196	
FT Pos 3	\$39,868	X	3%	\$1,196	
FT Pos 4	\$38,738	X	3%	\$1,162	
FT Pos 5	\$38,738	X	3%	\$1,162	
FT Pos 6	\$38,738	X	3%	\$1,162	
FT Pos 7	\$38,738	X	3%	\$1,162	
FT Pos 8	\$38,738	X	3%	\$1,162	\$9,638
				<b>\$9,638</b>	<b>\$495,010</b>
					<b>\$504,648</b>

## 2. HEALTH AND LIFE INSURANCE

**\$51,250**

The TCFAC provides full-time personnel with health and life insurance as part of their compensation. Last year we fortunately did not sustain any significant medical claims history. Due to that fact and implementation of modest increases to employee deductables and out-of-pocket expense, we will enjoy a 2.8% decrease in medical coverage expenses this year. Employee only health insurance coverage is \$518.50 per employee, per month. A \$50,000 Goup Life insurance and Short Term Disability policy is also provided for full-time personnel at a rate of \$15.20 per employee, per month.

\*Monthly costs include all Health Insurer and Reinsurance fees, plus any federal and state taxes applicable to these fees.

\$518.50 Monthly cost for employee only health insurance per employee

12 Number of months

\$6,222.00 Cost per year for employee only coverage

\$6,222.00 Per year cost

8 Full-time personnel

\$49,776.00 Annual cost for employee only coverage (8 personnel)

\$15.20 Cost per month for life and disability coverage

12 Number of months

\$182.40

\$182.40

8 Number of full-time personnel

\$1,459.20

Total health insurance cost for all full-time personnel. \$49,776.00

Total life and disability coverage for all full-time personnel \$1,459.20

**TOTAL COST FOR HEALTH, LIFE AND DISABILITY EXPENSES. \$51,235.20**

*Rounded to* **\$51,250**

**3. UTILITIES****\$9,900**

Annual utility costs include:

Telephone service based on \$400 average cost per month.

Internet and cable TV service based on \$300 average cost per month

Cell phone service for the Operations/IT Support position capped at \$120 per month

*Electric, gas, water, refuse and janitorial are funded by the City of Saginaw through contract.*

\$400 Monthly average for telephone service	
12 Number of months	
<hr/>	
\$4,800	\$4,800
\$300 Monthly average for internet and cable TV service	\$3,600
12 Number of months	
<hr/>	
\$3,600	<hr/>
	\$1,440
	\$9,840
\$120 Monthly cost for cell phone service	
12 Number of months	
<hr/>	
\$1,440	
	<i>Rounded to</i>
	\$9,900

**4. EQUIPMENT REPAIRS AND MAINTENANCE****\$6,000**

This expense covers the cost for maintaining and repairing telephones, radios, recording and dispatch console equipment. .

**5. OFFICE SUPPLIES****\$2,000**

This expense covers fax and printer supplies, paper materials, computer supplies, general office needs and kitchen/break room supplies.

**6. UNIFORMS****\$2,500**

This expense covers the cost of providing all personnel with uniform clothing worn while on duty. Uniform clothing is replaced on an as needed basis.

**7. NEW EQUIPMENT****\$4,000**

This expense covers the cost for updating and replacing printers, fax machine, accessory console equipment, radios, antennas, etc... and unscheduled replacement of computers and computer monitors.



**8. EQUIPMENT REPLACEMENT FUND \$5,000**

This expense is for the replacement of major items such as console system equipment and components, back-up power generation and surge protection, recorders and other capital items.

**9. TRAINING \$6,000**

This expense covers the cost of both initial training of new personnel and continuing education and training for all personnel. It includes costs associated with seminars, special schools, basic 911 call training, Emergency Medical Dispatch or EMD protocol training and the delivery of "pre-arrival" medical instruction certification and training.

**10. LIABILITY INSURANCE AND FEES, ETC,,, \$7,400**

This expense covers the cost of the annual renewal of a \$1,000,000 insurance liability policy which also incorporates property insurance coverage for equipment owned by the TCFAC. This expense also covers fees associated with the preparation and filing of annual tax documents and status reporting with the IRS, payroll and financial/bank related fees, Workers Compensation coverage, attorney and professional service fees and legal representation.

**11. TECHNICAL SUPPORT AND ANNUAL LICENSE RENEWALS \$27,500**

This expense covers the cost of annual user license renewals and technical support for the dispatch CAD system, Pro Q/A EMD software program, recorder technical support, mobile technology support for mobile data terminal communications, the Responder user app, network security and support, offsite safeguarded data storage and outside IT systems support as needed when beyond internal remedy and ability.

**12. MEDICAL DIRECTION \$5,000**

This expense is for "Medical Direction" services enabling the TCFAC and all its personnel to provide "pre arrival" medical instructions when necessary to callers prior to emergency responders arrival at the scene.

**Lake Worth City Council Meeting – September 11, 2018**

**Agenda Item No. B.14**

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**From:** Mike Christenson, Fire Chief

**Item:** Approve the renewal of an agreement for Emergency Medical and Fire Protection Services, Fire Inspections and Plan review, Fire Code Enforcement and Fire Investigation Services with the Town of Lakeside and authorize the City Manager to execute the contract.

**Summary:**

Lake Worth Fire Department will provide EMS and fire protection service to all areas located within the incorporated limits of Lakeside. The services shall be provided in the same manner that EMS and fire protection services are provided to residents of Lake Worth. Lake Worth Fire Department will provide fire safety inspections, plan review for code compliance, fire code enforcement, and fire investigation services to all areas located within the incorporated limits of Lakeside.

**Fiscal Impact:**

1. \$168,748
  - a. Note: Payable in quarterly installments

**Attachments:**

1. Emergency Medical and Fire Protection Services for Town of Lakeside

**Recommended Motion or Action:**

Move to approve the renewal of an agreement for Emergency Medical and Fire Protection Services, Fire Inspections and Plan review, Fire Code Enforcement and Fire Investigation Services with the Town of Lakeside and authorize the City Manager to execute the contract.

**AGREEMENT FOR THE PROVISION OF EMERGENCY MEDICAL  
AND FIRE PROTECTION SERVICES, FIRE INSPECTIONS AND PLAN REVIEW,  
FIRE CODE ENFORCEMENT AND FIRE INVESTIGATION SERVICES**

**STATE OF TEXAS           §  
  §  
COUNTY OF TARRANT §**

This agreement ("Agreement") is entered into between the City of Lake Worth, Texas, a home rule municipality located in Tarrant County, Texas, (hereinafter called "Lake Worth") and the Town of Lakeside, Texas, a general law municipality located in Tarrant County, Texas (hereinafter called "Lakeside"). Lake Worth and Lakeside are sometimes hereafter collectively referred to as the "parties" and individually as a "party."

**WHEREAS**, the governing bodies of the parties desire to enter into an agreement whereby Lake Worth will provide emergency medical first responder service, fire suppression services, fire safety inspections, plan review for code compliance, fire code enforcement, and fire investigation services to Lakeside; and

**WHEREAS**, Lake Worth is engaged in providing emergency medical first responder service and fire protection services and related services for the benefit of its citizens and has created a Fire Department and emergency medical service (EMS) delivery recognized by the Insurance Commission of the State of Texas and the Texas Department of Health; and

**WHEREAS**, this Agreement is entered into pursuant to Subchapter A, Chapter 791, Texas Government Code.

**NOW, THEREFORE**, the parties agree as follows:

**1. OBLIGATIONS OF LAKE WORTH:**

- 1.1 Upon request by Lakeside, Lake Worth will provide EMS and fire protection service to all areas located within the incorporated limits of Lakeside. The services shall be provided in the same manner that EMS and fire protection services are provided to residents of Lake Worth. It is understood that the greater geographic distance to be covered in reaching Lakeside from the corporate limits of Lake Worth may result in a somewhat greater response time than would be normal within the corporate limits of Lake Worth itself. For the purposes of this Agreement, "fire protection service" means the response to a reported fire, with the dispatch of personnel and equipment for the purpose of suppressing the continuation of the fire. The role of Lake Worth in providing EMS shall be first responder to provide basic life support until the arrival of an ambulance service.
- 1.2 Upon request by Lakeside, Lake Worth will provide fire safety inspections, plan review for code compliance, fire code enforcement, and fire investigation

services (sometimes collectively hereinafter, the "Services") to all areas located within the incorporated limits of Lakeside. The Services shall be provided in the same manner that fire safety inspections, plan review for code compliance, fire code enforcement, and fire investigation services are provided to residents and businesses of Lake Worth, unless otherwise specified herein. Lake Worth's Fire Department officials shall be responsible for providing the Services and shall operate as independent contractors and shall determine the means and manner of providing the Services and shall furnish the equipment needed to provide the Services, but Lakeside, through its town administrator or other designated appointees, shall have the ultimate authority regarding decisions related to code enforcement actions that may be contested by residents or occupants of properties within Lakeside.

- 1.3 Lake Worth will provide to Lakeside copies of any documentation that relates to the services provided within the city limits of Lakeside pursuant to this Agreement.
- 1.4 Lake Worth will provide a consolidated monthly report to Lakeside detailing all activity performed within the city limits of Lakeside.

## **2. OBLIGATIONS OF LAKESIDE:**

- 2.1 Lakeside will pay to Lake Worth an annual fee of One-Hundred and Sixty-Eight Thousand Seven-Hundred and Forty-Eight Dollars, (\$168,748), payable in quarterly installments of Forty-Two Thousand One Hundred and Eighty-Seven Dollars (\$42,187), with the first payment due on October 15, 2018.
- 2.2 Lakeside will provide Lake Worth with a map depicting the location of all lots included within the area lying within the boundaries of Lakeside. The map shall be to scale and must be delivered to the Lake Worth Fire Chief ("Chief") prior to the effective date of this Agreement. Lakeside further agrees to provide the Lake Worth Fire Chief with any other documentation or information he may reasonably require to provide effective service to Lakeside.
- 2.3 Prior to the Services being provided by Lake Worth, Lakeside will adopt the 2012 version of the International Fire Code with the same local amendments as adopted by Lake Worth and will appoint the Lake Worth Fire Department as the authority responsible for conducting fire safety inspections, plan review for code compliance, fire code enforcement, and fire investigation services within the Lakeside.
- 2.4 Lakeside agrees that it will immediately notify Lake Worth of any changes in its boundaries.



### **3. DURATION OF THE AGREEMENT:**

- 3.1 This Agreement shall become effective on October 1, 2018 and will continue in force until September 30, 2019 at the rate defined in Section 2.1 of this Agreement. This Agreement may be renewed for like one-year terms upon the mutual agreement of Lake Worth and Lakeside, with the subsequent year's fees to be negotiated within 60 days of the annual renewal date of October 1.

Either Party may terminate this Agreement without penalty upon sixty (60) days prior written notice to the other Party. All amounts owing will be paid and all remaining credits will be reimbursed upon termination of this Agreement.

All notices under this Agreement shall be delivered in writing to the City Secretary at Lake Worth City Hall, 3805 Adam Grubb, Lake Worth, TX 76135, (817) 237-1211, extension #105, or the City Secretary of the Town of Lakeside at 9830 Confederate Park Road, Fort Worth, TX 76108, (817) 237-1234.

### **4. LIABILITY:**

- 4.1 **Lakeside covenants and agrees to fully indemnify and hold harmless Lake Worth, its officers, officials, agents, servants, volunteers, and employees, in both their official and individual capacities, from and against any and all claims, demands, suits, judgments, costs and expenses (including attorney fees) for property damage or loss and/or personal injury, including death to any person, of whatsoever kind or character, whether real or asserted, arising out of or in connection with the parties' performance of this Agreement, EVEN IF THE DAMAGE, LOSS, INJURY, OR DEATH IS CAUSED BY THE NEGLIGENCE OF LAKE WORTH OR ITS OFFICERS, AGENTS, SERVANTS, VOLUNTEERS, OR EMPLOYEES.**
- 4.2 The indemnity agreement in Paragraph 4.1 shall operate and be in effect from the time when the request for assistance is accepted by Lake Worth until return to location of dispatch.
- 4.3 This Agreement is made pursuant to Chapter 791 of the Texas Government Code. In accordance with Section 791.006 of the Texas Government Code, Lakeside is responsible for any civil liability that arises from the services provided by Lake Worth pursuant to this Agreement.
- 4.4 Neither party to this Agreement waives or relinquishes any immunity or defense on behalf of itself, its officers, officials, employees, agents, or volunteers as a result of its execution or performance of this Agreement.
- 4.5 Notwithstanding the foregoing provisions, it is agreed that the obligation of Lakeside to provide indemnity or payment as provided above shall extend

only to that portion of any judgment, claim, or demand that is not covered or payable by insurance or workers' compensation coverage maintained by the City of Lake Worth.

- 4.6 When an employee of a party is performing duties under the terms of this Agreement, that person is considered to be acting in the line of duty for the purposes of 42 U.S.C.A., Section 3796; is considered to be in performance of duties within the provisions of Chapter 615, Texas Government Code and Chapter 142, Texas Local Government code; and shall be entitled to any other benefits which accrue under law as a result of injury, death, or loss that occurs while in the line of duty.

## **5. GENERAL PROVISIONS:**

- 5.1 Representations. By execution of this Agreement, each party represents to the other that:
- a. In performing its duties and obligations hereunder, it will be carrying out one or more governmental functions or services which it is authorized to perform;
  - b. The undersigned officer or agent of the party has been properly authorized by that party's governing body to execute this Agreement and that any necessary resolutions extending such authority have been duly passed and are now in effect;
  - c. All payments required or permitted to be made by a party will be made from current revenues available to the paying party; and
  - d. All payments provided to be made hereunder by one party to the other shall be such amounts as to fairly compensate the other party for the services or functions performed hereunder.
- 5.2 Compliance with all laws and regulations. It is the intent of the parties to ensure the performance of this Agreement is in compliance with all federal, state and local laws and regulations. Both parties to this Agreement will use their best efforts to ensure continued compliance with all applicable laws and regulations.
- 5.3 Paragraph Headings. Paragraph headings contained in this Agreement are for convenience and reference and are not intended to define or limit the scope of any provisions of this Agreement.
- 5.4 Assignment. This Agreement is not assignable by either party.

- 5.5 Notices. Notices by either party to the other party shall be sufficient if sent by certified mail, postage paid, return receipt requested, addressed to the other party at the addresses designated in Section 3 of this Agreement.
- 5.6 Venue. If any action, whether real or asserted, at law or in equity, arises on the basis of any provision of this Agreement, exclusive venue for such action shall lie in state courts located in Tarrant County, Texas or the United States District Court for the Northern District of Texas – Fort Worth Division. This Agreement shall be construed in accordance with the laws of the State of Texas.
- 5.7 Governmental Power. By execution of this Agreement neither city waives nor surrenders any of its governmental powers.
- 5.8 Partial Invalidity. Should any portion of this Agreement be held invalid by any court of law, such decision will not affect the validity of any other portion, and the remaining portions of the Agreement will remain in full force and effect.
- 5.9 Entirety. This Agreement constitutes the entire agreement between the parties and it is understood that there are no other agreements or understandings express or implied, oral or in writing between the parties.
- 5.10 Independent Contractor. Each party shall operate under this Agreement as an independent contractor, and not as an agent, representative, servant or employee of the other. Subject to the terms of this Agreement, each party shall have the right to control the details of its performance hereunder.
- 5.11 Waiver. No waiver of performance by either party shall be construed as or operate as a waiver of any subsequent default of any terms, covenants, and conditions of this Agreement. The payment or acceptance of fees for any period after a default shall not be deemed a waiver of any right or acceptance of defective performance.

**IN WITNESS WHEREOF,** the agreeing parties by our fully authorized agents hereby affix our signatures and seals on the dates reflected below.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

**CITY OF LAKE WORTH**

By: \_\_\_\_\_  
Stacey Almond, City Manager

**ATTEST:**

\_\_\_\_\_  
Monica Solko, City Secretary

PASSED AND APPROVED this 2nd day of August, 2018.

**TOWN OF LAKESIDE**

By:   
Pat Jacob, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Norman Craven, Town Administrator

## Lake Worth City Council Meeting – September 11, 2018

### Agenda Item No. B.15

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**From:** Stacey Almond, City Manager

**Item:** Approve Resolution No. 2018-29, approving a settlement between the Atmos Steering Committee (ACSC) and Atmos Energy Corp. Mid Tex Division regarding the company's 2018 Rate Review Mechanism filings.

**Summary:**

The City of Lake Worth, along with 171 other Mid-Texas cities served by Atmos Energy Corporation, Mid-Tex Division ("Atmos Mid-Tex" or "Company"), is a member of the Atmos Cities Steering Committee ("ACSC"). In 2007, ACSC and Atmos Mid-Tex settled a rate application filed by the Company pursuant to Section 104.301 of the Texas Utilities Code for an interim rate adjustment commonly referred to as a GRIP filing (arising out of the Gas Reliability Infrastructure Program legislation). That settlement created a substitute rate review process, referred to as Rate Review Mechanism ("RRM"), as a substitute for future filings under the GRIP statute.

Since 2007, there have been several modifications to the original RRM Tariff. The most recent iteration of an RRM Tariff was reflected in an ordinance adopted by ACSC members earlier this year. On or about April 1, 2018, the Company filed a rate request pursuant to the RRM Tariff adopted by ACSC members. The Company claimed that its cost-of-service in a test year ending December 31, 2017, entitled it to additional system-wide revenues of \$42.0 million.

Application of the standards set forth in ACSC's RRM Tariff required Atmos to reduce its request to \$27.4 million. After review of the consultants' report, the Company offered to settle for a system-wide increase of \$25.9 million. Following further negotiations, ACSC's Executive Committee agreed to recommend a system-wide rate increase of \$24.9 million. That increase when allocated to ACSC members results in an increase of \$17.8 million.

The effective date for new rates is October 1, 2018. ACSC members should take action approving the Resolution before the end of September.

Atmos generated proof that the rate tariffs attached to the Resolution will generate \$24.9 million in additional revenues on a system-wide basis. That proof is attached as Exhibit A - C to this report. ACSC consultants have agreed that Atmos' Proof of Revenues is accurate.

**Fiscal Impact:**

Given the fact that ACSC demanded that Atmos reflect reduced federal income taxes in its cost-of-service, as reflected in the RRM Tariff adopted earlier this year, Atmos reduced its rates in March. The rate increase associated with the Resolution is largely offset by the lowered federal income tax rates, such that out-of-pocket expense to consumers should be roughly the same under new rates as what was experienced by consumers last winter. A bill impact comparison is attached in Exhibit A - C.

**Lake Worth City Council Meeting – September 11, 2018**

**Agenda Item No. B.15**

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**Attachments:**

1. Resolution No. 2018-29
2. Exhibit A - C

**Recommended Motion or Action:**

Move to approve Resolution No. 2018-29, approving a settlement between the Atmos Steering Committee (ACSC) and Atmos Energy Corp. Mid Tex Division regarding the company's 2018 Rate Review Mechanism filings.

## RESOLUTION NO. 2018-29

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE WORTH, TEXAS, APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE (“ACSC”) AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY’S 2018 RATE REVIEW MECHANISM FILINGS; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE ATTACHED SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; APPROVING AN ATTACHED EXHIBIT ESTABLISHING A BENCHMARK FOR PENSIONS AND RETIREE MEDICAL BENEFITS; APPROVING AN ATTACHED EXHIBIT REGARDING AMORTIZATION OF REGULATORY LIABILITY; REQUIRING THE COMPANY TO REIMBURSE ACSC’S REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS RESOLUTION WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND THE ACSC’S LEGAL COUNSEL.**

**WHEREAS**, the City of Lake Worth, Texas (“City”) is a gas utility customer of Atmos Energy Corp., Mid-Tex Division (“Atmos Mid-Tex” or “Company”), and a regulatory authority with an interest in the rates and charges of Atmos Mid-Tex; and

**WHEREAS**, the City is a member of the Atmos Cities Steering Committee (“ACSC”), a coalition of similarly-situated cities served by Atmos Mid-Tex (“ACSC Cities”) that have joined together to facilitate the review of, and response to, natural gas issues affecting rates charged in the Atmos Mid-Tex service area; and

**WHEREAS**, ACSC and the Company worked collaboratively to develop a new Rate Review Mechanism (“RRM”) tariff that allows for an expedited rate review process by ACSC Cities as a substitute to the Gas Reliability Infrastructure Program (“GRIP”) process instituted by the Legislature, and that will establish rates for the ACSC Cities based on the system-wide cost of serving the Atmos Mid-Tex Division; and

**WHEREAS**, the RRM tariff was adopted by the City in a rate ordinance earlier this year; and

**WHEREAS**, on about April 1, 2018, Atmos Mid-Tex filed its 2018 RRM rate request with ACSC Cities based on a test year ending December 31, 2017; and

**WHEREAS**, ACSC coordinated its review of the Atmos Mid-Tex 2018 RRM filing through its Executive Committee, assisted by ACSC’s attorneys and consultants, to resolve issues identified in the Company’s RRM filing; and

**WHEREAS**, the Executive Committee, as well as ACSC's counsel and consultants, recommend that ACSC Cities approve an increase in base rates for Atmos Mid-Tex of \$24.9 million on a system-wide basis (\$17.8 million of which is applicable to ACSC members); and

**WHEREAS**, the attached tariffs (Exhibit A) implementing new rates are consistent with the recommendation of the ACSC Executive Committee, are agreed to by the Company, and are just, reasonable, and in the public interest; and

**WHEREAS**, the Exhibit A rate tariffs incorporate the federal income tax rates that became effective January 1, 2018; and

**WHEREAS**, the settlement agreement sets a new benchmark for pensions and retiree medical benefits (Exhibit B) and

**WHEREAS**, the settlement agreement establishes an amortization schedule for regulatory liability (Exhibit C); and

**WHEREAS**, the RRM Tariff contemplates reimbursement of ACSC's reasonable expenses associated with RRM applications;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE WORTH, TEXAS:**

**SECTION 1.** That the findings set forth in this Resolution are hereby in all things approved.

**SECTION 2.** That the City Council finds that the settled amount of an increase in revenues of \$24.9 million on a system-wide basis represents a comprehensive settlement of gas utility rate issues affecting the rates, operations, and services offered by Atmos Mid-Tex within the municipal limits arising from Atmos Mid-Tex's 2018 RRM filing, is in the public interest, and is consistent with the City's authority under Section 103.001 of the Texas Utilities Code.

**SECTION 3.** That the existing rates for natural gas service provided by Atmos Mid-Tex are unreasonable. The new tariffs attached hereto and incorporated herein as Exhibit A, are just and reasonable, and are designed to allow Atmos Mid-Tex to recover annually an additional \$24.9 million in revenue on a system-wide basis over the amount allowed under currently approved rates. Such tariffs are hereby adopted.

**SECTION 4.** That the ratemaking treatment for pensions and retiree medical benefits in Atmos Mid-Tex's next RRM filing shall be as set forth on Exhibit B, attached hereto and incorporated herein.

**SECTION 5.** That amortization of regulatory liability shall be consistent with the schedule found in attached Exhibit C attached hereto and incorporated herein.

**SECTION 6.** That Atmos Mid-Tex shall reimburse the reasonable ratemaking expenses of the ACSC in processing the Company's 2018 RRM filing.



**SECTION 7.** That to the extent any resolution or ordinance previously adopted by the Council is inconsistent with this Resolution, it is hereby repealed.

**SECTION 8.** That the meeting at which this Resolution was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

**SECTION 9.** That if any one or more sections or clauses of this Resolution is adjudged to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Resolution, and the remaining provisions of the Resolution shall be interpreted as if the offending section or clause never existed.

**SECTION 10.** That consistent with the City Ordinance that established the RRM process, this Resolution shall become effective from and after its passage with rates authorized by attached tariffs to be effective for bills rendered on or after October 1, 2018.

**SECTION 11.** That a copy of this Resolution shall be sent to Atmos Mid-Tex, care of Chris Felan, Vice President of Rates and Regulatory Affairs Mid-Tex Division, Atmos Energy Corporation, 5420 LJB Freeway, Suite 1862, Dallas, Texas 75240, and to Geoffrey Gay, General Counsel to ACSC, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701.

**PASSED AND APPROVED** on the 11th day of September 2018.

**CITY OF LAKE WORTH**

By: \_\_\_\_\_  
Walter Bowen, Mayor

**ATTEST:**

\_\_\_\_\_  
Monica Solko, City Secretary

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Drew Larkin, City Attorney

# **Exhibit A**

Rate Tariffs Effective  
October 1, 2018

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

RRC Tariff No:

<b>RATE SCHEDULE:</b>	<b>R – RESIDENTIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2018</b>	<b>PAGE: 12</b>

**Application**

Applicable to Residential Customers for all natural gas provided at one Point of Delivery and measured through one meter.

**Type of Service**

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

**Monthly Rate**

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

<b>Charge</b>	<b>Amount</b>
Customer Charge per Bill	\$ 18.85 per month
Rider CEE Surcharge	\$ 0.03 per month <sup>1</sup>
<b>Total Customer Charge</b>	<b>\$ 18.88 per month</b>
Commodity Charge – All <u>Ccf</u>	\$0.14846 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

**Agreement**

An Agreement for Gas Service may be required.

**Notice**

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

<sup>1</sup>Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2018.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

**RRC Tariff No:**

<b>RATE SCHEDULE:</b>	<b>C – COMMERCIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2018</b>	<b>PAGE: 13</b>

**Application**

Applicable to Commercial Customers for all natural gas provided at one Point of Delivery and measured through one meter and to Industrial Customers with an average annual usage of less than 30,000 Ccf.

**Type of Service**

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

**Monthly Rate**

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

<b>Charge</b>	<b>Amount</b>
Customer Charge per Bill	\$ 43.50 per month
Rider CEE Surcharge	\$ (0.03) per month <sup>1</sup>
<b>Total Customer Charge</b>	<b>\$ 43.47 per month</b>
Commodity Charge – All Ccf	\$ 0.09165 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

**Agreement**

An Agreement for Gas Service may be required.

**Notice**

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

<sup>1</sup> Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2018.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

**RRC Tariff No:**

<b>RATE SCHEDULE:</b>	<b>I – INDUSTRIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2018</b>	<b>PAGE: 14</b>

**Application**

Applicable to Industrial Customers with a maximum daily usage (MDU) of less than 3,500 MMBtu per day for all natural gas provided at one Point of Delivery and measured through one meter. Service for Industrial Customers with an MDU equal to or greater than 3,500 MMBtu per day will be provided at Company's sole option and will require special contract arrangements between Company and Customer.

**Type of Service**

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

**Monthly Rate**

Customer's monthly bill will be calculated by adding the following Customer and MMBtu charges to the amounts due under the riders listed below:

<b>Charge</b>	<b>Amount</b>
Customer Charge per Meter	\$ 784.00 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.3312 per MMBtu
Next 3,500 MMBtu	\$ 0.2425 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0520 per MMBtu

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

**Curtailment Overpull Fee**

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

**Replacement Index**

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

MID-TEX DIVISION  
ATMOS ENERGY CORPORATION

RRC Tariff No:

<b>RATE SCHEDULE:</b>	<b>I – INDUSTRIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2018</b>	<b>PAGE: 15</b>

**Agreement**

An Agreement for Gas Service may be required.

**Notice**

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

**Special Conditions**

In order to receive service under Rate I, Customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

**RRC Tariff No:**

<b>RATE SCHEDULE:</b>	<b>I – INDUSTRIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2018</b>	<b>PAGE: 16</b>

## Exhibit A

The rates were effective for the following Cities on 3/15/2018:

ABILENE	DENISON	KILLEEN
ADDISON	DENTON	KRUM
ALBANY	DESOTO	LAKE WORTH
ALLEN	DRAPER AKA CORRAL CITY	LAKESIDE
ALVARADO	DUNCANVILLE	LEWISVILLE
ANGUS	EASTLAND	LINCOLN PARK (ANNEXED WITH LITTLE ELM)
ANNA	EDGECLIFF VILLAGE	LITTLE ELM
ARGYLE	EMORY	LORENA
ARLINGTON	ENNIS	MADISONVILLE
AUBREY	EULESS	MALAKOFF
AZLE	EVERMAN	MANSFIELD
BEDFORD	FAIRVIEW	MCKINNEY
BELLMEAD	FARMERS BRANCH	MELISSA
BENBROOK	FARMERSVILLE	MESQUITE
BEVERLY HILLS	FATE	MIDLOTHIAN
BLOSSOM	FLOWER MOUND	MURPHY
BLUE RIDGE	FOREST HILL	NEWARK
BOWIE	FORNEY	NOCONA
BOYD	FORT WORTH	NORTH RICHLAND HILLS
BRIDGEPORT	FRISCO	NORTHLAKE
BROWNWOOD	FROST	OAK LEAF
BUFFALO	GAINSVILLE	OVILLA
BURKBURNETT	GARLAND	PALESTINE
BURLESON	GARRETT	PANTEGO
CADDO MILLS	GRAND PARAIRIE	PARIS
CANTON	GRAPEVINE	PARKER
CARROLLTON	GUNTER	PECAN HILL
CEDAR HILL	HALTOM CITY	PETROLIA
CELESTE	HARKER HEIGHTS	PLANO
CELINA	HASKELL	PONDER
CENTERVILLE	HASLET	POTTSBORO
CISCO	HEWITT	PROSPER
CLARKSVILLE	HIGHLAND PARK	QUITMAN
CLEBURNE	HIGHLAND VILLAGE	RED OAK
CLYDE	HONEY GROVE	RENO (PARKER COUNTY)
COLLEGE STATION	HURST	RHOME
COLLEYVILLE	IOWA PARK	RICHARDSON
COLORADO CITY	IRVING	RICHLAND
COMANCHE	JUSTIN	RICHLAND HILLS
COOLIDGE	KAUFMAN	RIVER OAKS
COPPELL	KEENE	ROANOKE
CORINTH	KELLER	ROBINSON
CRANDALL	KEMP	ROCKWALL
CROWLEY	KENNEDALE	ROSCOE
DALWORTHINGTON GARDENS	KERRVILLE	ROWLETT

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

**RRC Tariff No:**

<b>RATE SCHEDULE:</b>	<b>I – INDUSTRIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS</b>	
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**Cities with Rate Effective 3/15/2018 (Continued)**

ROYSE CITY	SULPHUR SPRINGS	WATAUGA
SACHSE	SWEETWATER	WAXAHACHIE
SAGINAW	TEMPLE	WESTLAKE
SANSOM PARK	TERRELL	WESTOVER HILLS
SEAGOVILLE	THE COLONY	WHITE SETTLEMENT
SHERMAN	TROPHY CLUB	WHITESBORO
SNYDER	TYLER	WICHITA FALLS
SOUTHLAKE	UNIVERSITY PARK	WOODWAY
SPRINGTOWN	VENUS	WYLIE
STAMFORD	VERNON	
STEPHENVILLE	WACO	

The rates were effective for the following Cities on 4/01/2018:

ABBOTT	BRUCEVILLE-EDDY	DEPORT
ALBA	BRYAN	DETROIT
ALMA	BUCKHOLTS	DODD CITY
ALVORD	BUFFALO GAP	DOUBLE OAK
ANNONA	BURNET	DUBLIN
ANSON	BYERS	EARLY
ARCHER CITY	CALDWELL	ECTOR
ATHENS	CALVERT	EDOM
AURORA	CAMERON	ELECTRA
AUSTIN	CAMPBELL	EMHOUSE
AVERY	CARBON	EUSTACE
BAIRD	CASHION COMMUNITY	EVANT
BALCH SPRINGS	CEDAR PARK	FAIRFIELD
BALLINGER	CHANDLER	FERRIS
BANDERA	CHICO	FRANKLIN
BANGS	CHILDRESS	FRANKSTON
BARDWELL	CHILLICOTHE	FREDERICKSBURG
BARRY	CLIFTON	GATESVILLE
BARTLETT	COCKRELL HILL	GEORGETOWN
BARTONVILLE	COLEMAN	GLEN ROSE
BELLEVUE	COLLINSVILLE	GLENN HEIGHTS
BELLS	COMMERCE	GODLEY
BELTON	COMO	GOLDTHWAITE
BENJAMIN	COOPER	GOODLOW
BERTRAM	COPPER CANYON	GORDON
BLACKWELL	COPPERAS COVE	GOREE
BLANKET	CORSICANA	GORMAN
BLOOMING GROVE	COVINGTON	GRANBURY
BLUE MOUND	COYOTE FLATS	GRANDVIEW
BLUM	CRAWFORD	GRANGER
BOGATA	CROSS ROADS	GREENVILLE
BONHAM	CUMBY	GROESBECK
BREMOND	DAWSON	GUSTINE
BRONTE	DECATUR	HAMLIN
BROWNSBORO	DELEON	HAMILTON



**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

**RRC Tariff No:**

<b>RATE SCHEDULE:</b>	<b>I – INDUSTRIAL SALES</b>	
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**Cities with Rate Effective 4/01/2018 (Continued)**

HAWLEY	MALONE	RANGER
HEARNE	MANOR	RAVENNA
HEATH	MARBLE FALLS	RENO (LAMAR COUNTY)
HEBRON	MARLIN	RETREAT
HENRIETTA	MART	RICE
HICKORY CREEK	MAYPEARL	RIESEL
HICO	MCGREGOR	RIO VISTA
HILLSBORO	MCLENDON-CHISHOLM	ROBERT LEE
HOLLAND	MEGARGEL	ROBY
HOLLIDAY	MERIDIAN	ROCHESTER
HOWE	MERKEL	ROCKDALE
HUBBARD	MEXIA	ROGERS
HUTCHINS	MIDWAY	ROSEBUD
HUTTO	MILES	ROSS
IMPACT	MILFORD	ROTAN
IREDELL	MILLSAP	ROUND ROCK
ITALY	MOBILE CITY	ROXTON
ITASCA	MOODY	RULE
JEWETT	MORAN	RUNAWAY BAY
JOSEPHINE	MORGAN	SADLER
JOSHUA	MUENSTER	SAINT JO
KERENS	MUNDAY	SAN ANGELO
KNOLLWOOD	MURCHISON	SAN SABA
KNOX CITY	NEVADA	SANCTUARY
KOSSE	NEW CHAPEL HILL	SANGER
KURTEN	NEWCASTLE	SANTA ANNA
LACY-LAKEVIEW	NOLANVILLE	SAVOY
LADONIA	NORMANGEE	SCURRY
LAKE DALLAS	NOVICE	SEYMOUR
LAKEPORT	OAK POINT	SHADY SHORES
LAMPASAS	OAKWOOD	SOMERVILLE
LANCASTER	O'BRIEN CO-OP GIN	SOUTH MOUNTAIN
LAVON	OGLESBY	SOUTHMAYD
LAWN	OLNEY	STAR HARBOR
LEANDER	PALMER	STOCKTON BEND
LEONA	PARADISE	STRAWN
LEONARD	PECAN GAP	STREETMAN
LEXINGTON	PENELOPE	SUN VALLEY
LINDSAY	PFLUGERVILLE	SUNNYVALE
LIPAN	PILOT POINT	TALTY
LITTLE RIVER ACADEMY	PLEASANT VALLEY	TAYLOR
LLANO	POINT	TEAGUE
LOMETA	POST OAK BEND	TEHUACANA
LONE OAK	POWELL	THORNDALE
LONGVIEW	POYNOR	THORNTON
LORAIN	PRINCETON	THRALL
LOTT	PUTNAM	THROCKMORTON
LUEDERS	QUANAH	TIOGA
MABANK	QUINLAN	TOCO

MID-TEX DIVISION  
ATMOS ENERGY CORPORATION

RRC Tariff No:

<b>RATE SCHEDULE:</b>	<b>I – INDUSTRIAL SALES</b>	
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**Cities with Rate Effective 4/01/2018 (Continued)**

TOM BEAN	VALLEY VIEW	WHITNEY
TRENT	VAN ALSTYNE	WILMER
TRENTON	WALNUT SPRINGS	WINDOM
TRINIDAD	WEINERT	WINTERS
TROY	WEST	WIXON VALLEY
TUSCOLA	WESTWORTH VILLAGE	WOLFE CITY
TYE	WHITEHOUSE	WORTHAM
VALLEY MILLS	WHITEWRIGHT	YANTIS

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

**RRC Tariff No:**

<b>RATE SCHEDULE:</b>	<b>T – TRANSPORTATION</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS</b>	
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**Application**

Applicable, in the event that Company has entered into a Transportation Agreement, to a customer directly connected to the Atmos Energy Corp., Mid-Tex Division Distribution System (Customer) for the transportation of all natural gas supplied by Customer or Customer's agent at one Point of Delivery for use in Customer's facility.

**Type of Service**

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

**Monthly Rate**

Customer's bill will be calculated by adding the following Customer and MMBtu charges to the amounts and quantities due under the riders listed below:

<b>Charge</b>	<b>Amount</b>
Customer Charge per Meter	\$ 784.00 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.3312 per MMBtu
Next 3,500 MMBtu	\$ 0.2425 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0520 per MMBtu

Upstream Transportation Cost Recovery: Plus an amount for upstream transportation costs in accordance with Part (b) of Rider GCR.

Retention Adjustment: Plus a quantity of gas as calculated in accordance with Rider RA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

**Imbalance Fees**

All fees charged to Customer under this Rate Schedule will be charged based on the quantities determined under the applicable Transportation Agreement and quantities will not be aggregated for any Customer with multiple Transportation Agreements for the purposes of such fees.

**Monthly Imbalance Fees**

Customer shall pay Company the greater of (i) \$0.10 per MMBtu, or (ii) 150% of the difference per MMBtu between the highest and lowest "midpoint" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" during such month, for the MMBtu of Customer's monthly Cumulative Imbalance, as defined in the applicable Transportation Agreement, at the end of each month that exceeds 10% of Customer's receipt quantities for the month.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

**RRC Tariff No:**

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<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2018</b>	<b>PAGE: 17</b>

**Curtailment Overpull Fee**

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

**Replacement Index**

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

**Agreement**

A transportation agreement is required.

**Notice**

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

**Special Conditions**

In order to receive service under Rate T, customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

MID-TEX DIVISION  
ATMOS ENERGY CORPORATION

RRC Tariff No:

<b>RATE SCHEDULE:</b>	<b>T – TRANSPORTATION</b>	
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## Exhibit A

The rates were effective for the following Cities on 3/15/2018:

ABILENE	DENISON	KILLEEN
ADDISON	DENTON	KRUM
ALBANY	DESOTO	LAKE WORTH
ALLEN	DRAPER AKA CORRAL CITY	LAKESIDE
ALVARADO	DUNCANVILLE	LEWISVILLE
ANGUS	EASTLAND	LINCOLN PARK (ANNEXED WITH LITTLE ELM)
ANNA	EDGECLIFF VILLAGE	LITTLE ELM
ARGYLE	EMORY	LORENA
ARLINGTON	ENNIS	MADISONVILLE
AUBREY	EULESS	MALAKOFF
AZLE	EVERMAN	MANSFIELD
BEDFORD	FAIRVIEW	MCKINNEY
BELLMEAD	FARMERS BRANCH	MELISSA
BENBROOK	FARMERSVILLE	MESQUITE
BEVERLY HILLS	FATE	MIDLOTHIAN
BLOSSOM	FLOWER MOUND	MURPHY
BLUE RIDGE	FOREST HILL	NEWARK
BOWIE	FORNEY	NOCONA
BOYD	FORT WORTH	NORTH RICHLAND HILLS
BRIDGEPORT	FRISCO	NORTHLAKE
BROWNWOOD	FROST	OAK LEAF
BUFFALO	GAINSVILLE	OVILLA
BURKBURNETT	GARLAND	PALESTINE
BURLESON	GARRETT	PANTEGO
CADDO MILLS	GRAND PARAIIE	PARIS
CANTON	GRAPEVINE	PARKER
CARROLLTON	GUNTER	PECAN HILL
CEDAR HILL	HALTOM CITY	PETROLIA
CELESTE	HARKER HEIGHTS	PLANO
CELINA	HASKELL	PONDER
CENTERVILLE	HASLET	POTTSBORO
CISCO	HEWITT	PROSPER
CLARKSVILLE	HIGHLAND PARK	QUITMAN
CLEBURNE	HIGHLAND VILLAGE	RED OAK
CLYDE	HONEY GROVE	RENO (PARKER COUNTY)
COLLEGE STATION	HURST	RHOME
COLLEYVILLE	IOWA PARK	RICHARDSON
COLORADO CITY	IRVING	RICHLAND
COMANCHE	JUSTIN	RICHLAND HILLS
COOLIDGE	KAUFMAN	RIVER OAKS
COPPELL	KEENE	ROANOKE
CORINTH	KELLER	ROBINSON
CRANDALL	KEMP	ROCKWALL
CROWLEY	KENNEDALE	ROSCOE
DALWORTHINGTON GARDENS	KERRVILLE	ROWLETT

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

**RRC Tariff No:**

<b>RATE SCHEDULE:</b>	<b>T – TRANSPORTATION</b>	
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<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2018</b>	<b>PAGE: 19</b>

**Cities with Rate Effective 3/15/2018 (Continued)**

ROYSE CITY	SULPHUR SPRINGS	WATAUGA
SACHSE	SWEETWATER	WAXAHACHIE
SAGINAW	TEMPLE	WESTLAKE
SANSOM PARK	TERRELL	WESTOVER HILLS
SEAGOVILLE	THE COLONY	WHITE SETTLEMENT
SHERMAN	TROPHY CLUB	WHITESBORO
SNYDER	TYLER	WICHITA FALLS
SOUTHLAKE	UNIVERSITY PARK	WOODWAY
SPRINGTOWN	VENUS	WYLIE
STAMFORD	VERNON	
STEPHENVILLE	WACO	

The rates were effective for the following Cities on 4/01/2018:

ABBOTT	BRUCEVILLE-EDDY	DEPORT
ALBA	BRYAN	DETROIT
ALMA	BUCKHOLTS	DODD CITY
ALVORD	BUFFALO GAP	DOUBLE OAK
ANNONA	BURNET	DUBLIN
ANSON	BYERS	EARLY
ARCHER CITY	CALDWELL	ECTOR
ATHENS	CALVERT	EDOM
AURORA	CAMERON	ELECTRA
AUSTIN	CAMPBELL	EMHOUSE
AVERY	CARBON	EUSTACE
BAIRD	CASHION COMMUNITY	EVANT
BALCH SPRINGS	CEDAR PARK	FAIRFIELD
BALLINGER	CHANDLER	FERRIS
BANDERA	CHICO	FRANKLIN
BANGS	CHILDRESS	FRANKSTON
BARDWELL	CHILLICOTHE	FREDERICKSBURG
BARRY	CLIFTON	GATESVILLE
BARTLETT	COCKRELL HILL	GEORGETOWN
BARTONVILLE	COLEMAN	GLEN ROSE
BELLEVUE	COLLINSVILLE	GLENN HEIGHTS
BELLS	COMMERCE	GODLEY
BELTON	COMO	GOLDTHWAITE
BENJAMIN	COOPER	GOODLOW
BERTRAM	COPPER CANYON	GORDON
BLACKWELL	COPPERAS COVE	GOREE
BLANKET	CORSICANA	GORMAN
BLOOMING GROVE	COVINGTON	GRANBURY
BLUE MOUND	COYOTE FLATS	GRANDVIEW
BLUM	CRAWFORD	GRANGER
BOGATA	CROSS ROADS	GREENVILLE
BONHAM	CUMBY	GROESBECK
BREMOND	DAWSON	GUSTINE
BRONTE	DECATUR	HAMLIN
BROWNSBORO	DELEON	HAMILTON

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

**RRC Tariff No:**

<b>RATE SCHEDULE:</b>	<b>T – TRANSPORTATION</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 10/01/2018</b>	<b>PAGE: 20</b>

**Cities with Rate Effective 4/01/2018 (Continued)**

HAWLEY	MALONE	RANGER
HEARNE	MANOR	RAVENNA
HEATH	MARBLE FALLS	RENO (LAMAR COUNTY)
HEBRON	MARLIN	RETREAT
HENRIETTA	MART	RICE
HICKORY CREEK	MAYPEARL	RIESEL
HICO	MCGREGOR	RIO VISTA
HILLSBORO	MCLENDON-CHISHOLM	ROBERT LEE
HOLLAND	MEGARGEL	ROBY
HOLLIDAY	MERIDIAN	ROCHESTER
HOWE	MERKEL	ROCKDALE
HUBBARD	MEXIA	ROGERS
HUTCHINS	MIDWAY	ROSEBUD
HUTTO	MILES	ROSS
IMPACT	MILFORD	ROTAN
IREDELL	MILLSAP	ROUND ROCK
ITALY	MOBILE CITY	ROXTON
ITASCA	MOODY	RULE
JEWETT	MORAN	RUNAWAY BAY
JOSEPHINE	MORGAN	SADLER
JOSHUA	MUENSTER	SAINT JO
KERENS	MUNDAY	SAN ANGELO
KNOLLWOOD	MURCHISON	SAN SABA
KNOX CITY	NEVADA	SANCTUARY
KOSSE	NEW CHAPEL HILL	SANGER
KURTEN	NEWCASTLE	SANTA ANNA
LACY-LAKEVIEW	NOLANVILLE	SAVOY
LADONIA	NORMANGEE	SCURRY
LAKE DALLAS	NOVICE	SEYMOUR
LAKEPORT	OAK POINT	SHADY SHORES
LAMPASAS	OAKWOOD	SOMERVILLE
LANCASTER	O'BRIEN CO-OP GIN	SOUTH MOUNTAIN
LAVON	OGLESBY	SOUTHMAYD
LAWN	OLNEY	STAR HARBOR
LEANDER	PALMER	STOCKTON BEND
LEONA	PARADISE	STRAWN
LEONARD	PECAN GAP	STREETMAN
LEXINGTON	PENELOPE	SUN VALLEY
LINDSAY	PFLUGERVILLE	SUNNYVALE
LIPAN	PILOT POINT	TALTY
LITTLE RIVER ACADEMY	PLEASANT VALLEY	TAYLOR
LLANO	POINT	TEAGUE
LOMETA	POST OAK BEND	TEHUACANA
LONE OAK	POWELL	THORNDALE
LONGVIEW	POYNOR	THORNTON
LORAIN	PRINCETON	THRALL
LOTT	PUTNAM	THROCKMORTON
LUEDERS	QUANAH	TIOGA
MABANK	QUINLAN	TOCO

MID-TEX DIVISION  
ATMOS ENERGY CORPORATION

RRC Tariff No:

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2018	PAGE: 21

**Cities with Rate Effective 4/01/2018 (Continued)**

TOM BEAN	VALLEY VIEW	WHITNEY
TRENT	VAN ALSTYNE	WILMER
TRENTON	WALNUT SPRINGS	WINDOM
TRINIDAD	WEINERT	WINTERS
TROY	WEST	WIXON VALLEY
TUSCOLA	WESTWORTH VILLAGE	WOLFE CITY
TYE	WHITEHOUSE	WORTHAM
VALLEY MILLS	WHITEWRIGHT	YANTIS



**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RIDER:</b>	<b>WNA – WEATHER NORMALIZATION ADJUSTMENT</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 11/01/2018</b>	<b>PAGE:</b>

Provisions for Adjustment

The Commodity Charge per Ccf (100 cubic feet) for gas service set forth in any Rate Schedules utilized by the cities of the Mid-Tex Division service area for determining normalized winter period revenues shall be adjusted by an amount hereinafter described, which amount is referred to as the "Weather Normalization Adjustment." The Weather Normalization Adjustment shall apply to all temperature sensitive residential and commercial bills based on meters read during the revenue months of November through April. The five regional weather stations are Abilene, Austin, Dallas, Waco, and Wichita Falls.

Computation of Weather Normalization Adjustment

The Weather Normalization Adjustment Factor shall be computed to the nearest one-hundredth cent per Ccf by the following formula:

$$WNAF_i = R_i \frac{(HSF_i \times (NDD-ADD))}{(BL_i + (HSF_i \times ADD))}$$

Where

$i$  = any particular Rate Schedule or billing classification within any such particular Rate Schedule that contains more than one billing classification

$WNAF_i$  = Weather Normalization Adjustment Factor for the  $i^{th}$  rate schedule or classification expressed in cents per Ccf

$R_i$  = Commodity Charge rate of temperature sensitive sales for the  $i^{th}$  schedule or classification.

$HSF_i$  = heat sensitive factor for the  $i^{th}$  schedule or classification divided by the average bill count in that class

$NDD$  = billing cycle normal heating degree days calculated as the simple ten-year average of actual heating degree days.

$ADD$  = billing cycle actual heating degree days.

$BL_i$  = base load sales for the  $i^{th}$  schedule or classification divided by the average bill count in that class

The Weather Normalization Adjustment for the  $j$ th customer in  $i$ th rate schedule is computed as:

$$WNA_{ij} = WNAF_i \times q_{ij}$$

Where  $q_{ij}$  is the relevant sales quantity for the  $j$ th customer in  $i$ th rate schedule.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RIDER:</b>	<b>WNA – WEATHER NORMALIZATION ADJUSTMENT</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 11/01/2018</b>	<b>PAGE:</b>

Base Use/Heat Use Factors

Weather Station	<u>Residential</u>		<u>Commercial</u>	
	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>
Abilene	9.77	0.1201	99.33	0.5737
Austin	10.38	0.1493	201.46	0.8942
Dallas	13.17	0.2062	183.71	1.0046
Waco	9.26	0.1323	124.57	0.6398
Wichita Falls	11.62	0.1278	114.97	0.5226

Weather Normalization Adjustment (WNA) Report

On or before June 1 of each year, the company posts on its website at [atmosenergy.com/mtx-wna](http://atmosenergy.com/mtx-wna), in Excel format, a *Weather Normalization Adjustment (WNA) Report* to show how the company calculated its WNAs factor during the preceding winter season. Additionally, on or before June 1 of each year, the company files one hard copy and an Excel version of the *WNA Report* with the Railroad Commission of Texas' Gas Services Division, addressed to the Director of that Division.

## **Exhibit B**

### **Pensions and Retiree Medical Benefits**

ATMOS ENERGY CORP., MID-TEX DIVISION  
PENSIONS AND RETIREE MEDICAL BENEFITS FOR CITIES APPROVAL  
TEST YEAR ENDING DECEMBER 31, 2017

Line No.	Description	Shared Services		Mid-Tex Direct			Adjustment Total
		Pension Account Plan	Post-Employment Benefit Plan	Pension Account Plan	Supplemental Executive Benefit Plan	Post-Employment Benefit Plan	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
1	Fiscal Year 2018 Willis Towers Watson Report, as adjusted	\$ 4,082,906	\$ 2,703,898	\$ 6,964,307	\$ 188,360	\$ 3,724,168	
2	Allocation to Mid-Tex	43.55%	43.55%	71.24%	100.00%	71.24%	
	Fiscal Year 2018 Actuarially Determined Benefit Costs (Ln 1 x Ln 2)						
3		\$ 1,778,092	\$ 1,177,539	\$ 4,961,241	\$ 188,360	\$ 2,653,027	
4	O&M and Capital Allocation Factor	100.00%	100.00%	100.00%	100.00%	100.00%	
	Fiscal Year 2018 Willis Towers Watson Benefit Costs To Approve (Excluding Removed Cost Centers) (Ln 3 x Ln 4)						
5		\$ 1,778,092	\$ 1,177,539	\$ 4,961,241	\$ 188,360	\$ 2,653,027	\$ 10,758,260
6							
7							
8	Summary of Costs to Approve (1):						
9							
10	O&M Expense Factor (WP_F-2.3, Ln 2)	80.15%	80.15%	40.05%	19.03%	40.05%	
11							
12							
13	Total Pension Account Plan	\$ 1,425,108		\$ 1,987,133			\$ 3,412,241
14	Total Post-Employment Benefit Plan		\$ 943,775			\$ 1,062,621	2,006,396
15	Total Supplemental Executive Benefit Plan				\$ 35,837		35,837
16	Total (Ln 13 + Ln 14 + Ln 15)	\$ 1,425,108	\$ 943,775	\$ 1,987,133	\$ 35,837	\$ 1,062,621	\$ 5,454,474

17

18 Note:

19 1. Mid-Tex is proposing that the fiscal year 2018 Willis Towers Watson actuarial amounts shown on WP\_F-2.3 and WP\_F-2.3.1, be approved by the RRM Cities as the  
20 benchmark amounts to be used to calculate the regulatory asset or liability for future periods. The Company is requesting that the benchmark amount approved by the  
21 RRM Cities for future periods include only the expense amount. The amount attributable to capital would continue to be recorded to utility plant through the overhead  
22 process as described in the CAM.

## **Exhibit C**

### **Amortization of Regulatory Liability**

**ATMOS ENERGY CORP., MID-TEX DIVISION  
RATE BASE ADJUSTMENTS  
TEST YEAR ENDING DECEMBER 31, 2017  
AMORTIZATION OF REGULATORY LIABILITY**

Line No.	Year Ended Dec. 31	Beginning of Year Rate Base Adjustment Amount	Annual Amortization (1)	End of Year Rate Base Adjustment Amount	Balance as of December 31, 2017
	(a)	(b)	(c)	(d)	(e)
1	2017			\$ 289,813,479	\$ 289,813,479
2	2018	\$ 289,813,479	\$ 12,075,562	277,737,918	
3	2019	277,737,918	12,075,562	265,662,356	
4	2020	265,662,356	12,075,562	253,586,795	
5	2021	253,586,795	12,075,562	241,511,233	
6	2022	241,511,233	12,075,562	229,435,671	
7	2023	229,435,671	12,075,562	217,360,110	
8	2024	217,360,110	12,075,562	205,284,548	
9	2025	205,284,548	12,075,562	193,208,986	
10	2026	193,208,986	12,075,562	181,133,425	
11	2027	181,133,425	12,075,562	169,057,863	
12	2028	169,057,863	12,075,562	156,982,301	
13	2029	156,982,301	12,075,562	144,906,740	
14	2030	144,906,740	12,075,562	132,831,178	
15	2031	132,831,178	12,075,562	120,755,616	
16	2032	120,755,616	12,075,562	108,680,055	
17	2033	108,680,055	12,075,562	96,604,493	
18	2034	96,604,493	12,075,562	84,528,932	
19	2035	84,528,932	12,075,562	72,453,370	
20	2036	72,453,370	12,075,562	60,377,808	
21	2037	60,377,808	12,075,562	48,302,247	
22	2038	48,302,247	12,075,562	36,226,685	
23	2039	36,226,685	12,075,562	24,151,123	
24	2040	24,151,123	12,075,562	12,075,562	
25	2041	12,075,562	12,075,562	(0)	

26  
27 Note:

28 1. The annual amortization of a 24 year recovery period is based on the  
29 Reverse South Georgia Method.

**Lake Worth City Council Meeting – September 11, 2018**

**Agenda Item No. C.1**

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**From:** Suzanne Meason, Planning & Zoning Administrator

**Item:** Public Hearing to consider Ordinance No. 1121, Planning & Zoning Case No. PZ-2018-13, an Ordinance amending Ordinance No. 500, the Comprehensive Zoning Ordinance of the City of Lake Worth, so as to consider a land use designation and development and site plan approval of an approximately 1.032-acre parcel of land, legally known as Block 1, Lot 1, Sturgeon Addition – Lake Worth and generally described as 4300 Boat Club Road, Lake Worth, Texas. **(THE PLANNING & ZONING COMMISSION RECOMMENDED APPROVAL BY A VOTE OF 6-0.)**

**Property Description:**

1.032-acre parcel of land, located at 4300 Boat Club Road

**Property Owner(s):**

Ron Sturgeon Real Estate, Ron Sturgeon, 5940 Eden Drive, Haltom City, Texas 76117

**Applicant:**

Keywinn Development, Steve Keys, 2625 8<sup>th</sup> Avenue, Fort Worth, Texas 76110

**Engineer/Surveyor:**

Architect: No. 10 Design Group, Terry Hawkins, 219 N Walnut Creek Drive, Mansfield, Texas 76063

Engineer: Bannister Engineering, 240 N. Mitchell Road, Mansfield, Texas 76063

**Current Zoning:**

“PC” – Planned Commercial

**Proposed Use(s):**

“PC” – Planned Commercial for the use of a Commercial Retail Center including Barber or Beauty Shops, Hair or Nail Salons, Spas, Office and Retail

**Existing Road(s):**

Boat Club Road

**Surrounding Zoning:**

North: The property to the north is currently zoned “SF-1” – Single Family Residential.

South: The property to the south is currently zoned “PC” – Planned Commercial and “SF-1” – Single Family Residential (LW High School).

East: The property to the east is currently zoned “SF-1” – Single Family Residential (LW High School).

Agenda Item No. C.1

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West: The property to the west is currently zoned “SF-1” – Single Family Residential.

**Summary:**

The property owner is requesting a land use designation and site plan approval for the property located at 4300 Boat Club Road. This property has been zoned PC-Planned Commercial for some time but has not been used and/or developed as such to this point. Mr. Sturgeon has submitted civil construction plans for review and staff has reviewed them for compliance with all applicable codes and ordinances. He has also received approval from TxDOT for the shared access and driveway as required for the development of the property.

The case was heard by the Planning & Zoning Commission on August 21, 2018 and was recommended for approval by a vote of 6-0.

**Public Input:**

On Thursday, August 9, 2018 as required by State law, the City mailed out ten (10) letters of Notification for a Public Hearing to all property owners within two hundred (200') feet of the subject site. Notice was also published in the City's paper of record, the Fort Worth Star Telegram on Friday, August 3, 2018. We have received the following in favor/opposition to the request:

1. FOR – no comment forms received.
2. AGAINST – no comment forms received.

**Fiscal Impact:**

N/A

**Attachments:**

1. Ordinance
2. Site Plan (Exhibit A)
3. Development Application/Owner Authorization Form
4. Public Hearing Notice
5. Public Hearing Notifications (within 200' of subject property)
6. Vicinity Map

**Recommended Motion or Action:**

Staff's recommendation is the land use and development/site plan approval are at the discretion of the City Council.



## ORDINANCE NO. 1021

**AN ORDINANCE AMENDING ORDINANCE NO. 500, THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF LAKE WORTH, SO AS TO CONSIDER A LAND USE DESIGNATION AND DEVELOPMENT AND SITE PLAN APPROVAL OF AN APPROXIMATELY 1.032-ACRE PARCEL OF LAND, LEGALLY KNOWN AS BLOCK 1, LOT 1, STURGEON ADDITION – LAKE WORTH, BEING THAT ALL OF THE CERTAIN CALLED 1.032-ACRE PARCEL OF LAND RECORDED IN THE DEED RECORDS OF TARRANT COUNTY, TEXAS. THE PROPERTY TO BE CONSIDERED IS GENERALLY DESCRIBED AS A 1.032-ACRE PARCEL OF LAND LOCATED 4300 BOAT CLUB ROAD, LAKE WORTH, TEXAS. BY AMENDING THE OFFICIAL ZONING MAP TO REFLECT SUCH CHANGE, ALONG WITH A DEVELOPMENT PLAN AND SITE PLAN APPROVAL “EXHIBIT A”, AND BY AMENDING THE OFFICIAL ZONING MAP TO REFLECT SUCH CHANGE; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A PENALTY CLAUSE; PROVIDING FOR SAVINGS; PROVIDING FOR SEVERABILITY; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND NAMING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Lake Worth is a Home Rule City acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, pursuant to Chapter 211 of the Local Government Code, the City has adopted a comprehensive zoning ordinance and map regulating the location and use of buildings, other structures and land for business, industrial, residential or other purposes, and providing for a method to amend said ordinance and map for promoting the public health, safety, morals and general welfare; and

**WHEREAS**, the owner of a 1.032-acre parcel of land located in Lake Worth, Texas, has initiated an application on the hereinafter described property for a land use designation and development and site plan approval; and

**WHEREAS**, a public hearing was duly held by the Planning and Zoning Commission of the City of Lake Worth on August 21, 2018, and by the City Council of the City of Lake Worth on September 11, 2018, with respect to the zoning described herein; and

**WHEREAS**, all requirements of law dealing with notice to other property owners, publication and all procedural requirements have been complied with in accordance with Chapter 211 of the Local Government Code; and

**WHEREAS**, the City Council of the City of Lake Worth, Texas, does hereby deem it advisable and in the public interest to amend Ordinance No. 500, and to amend the Official Zoning Map of the City, as described herein.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAKE WORTH, TEXAS:**

**SECTION 1.  
INCORPORATION OF PREMISES**

The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

**SECTION 2.  
ORDINANCE 500 AMENDED**

Ordinance No. 500 is hereby amended by approving a land use designation as “PC” – Planned Commercial for the use of a Commercial Retail Center, along with a development and site plan approval and by amending the Official Zoning Map to reflect such change for the property hereinafter described below:

**Planning & Zoning Case No. PZ-2018-13**

Owner: Ron Sturgeon Real Estate  
5940 Eden Drive  
Haltom City, Texas 76117

Applicant: Keywinn Development  
Steve Keys  
2625 8<sup>th</sup> Avenue  
Fort Worth, Texas 76110

Legal Description: Block 1, Lot 1, Sturgeon Addition – Lake Worth  
Lake Worth, Tarrant County, Texas

Property Address: 4300 Boat Club Road

Property Zoning: PC-Planned Commercial

Permitted use: The use and operation use of a Commercial Retail Center with Barber or Beauty Shops, Hair or Nail Salons, Spas, Office and Retail, as more particularly shown on the Site and Development Plan attached hereto as Exhibit “A”.

**SECTION 3.  
COMPLIANCE WITH DEVELOPMENT PLAN, SITE PLAN AND ORDINANCES**

The use and development of the property shall be subject to all terms and conditions set forth in the Site and Development Plan attached hereto as Exhibit “A” in addition to all applicable regulations contained in the Comprehensive Zoning Ordinance and all other applicable and pertinent ordinances of the City of Lake Worth, Texas.

**SECTION 4.  
OFFICIAL ZONING MAP AMENDED**

The City Secretary is hereby directed to amend the Official Zoning Map to reflect the changes in classification approved herein.

**SECTION 5.  
CUMULATIVE CLAUSE**

This Ordinance shall be cumulative of all provisions of all other ordinances of the City of Lake Worth, Texas except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

**SECTION 6.  
PENALTY CLAUSE**

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Two Thousand Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

**SECTION 7.  
SEVERABILITY**

It is hereby declared to be the intention of the City Council of the City of Lake Worth that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such invalidity or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**SECTION 8.  
SAVINGS**

All rights or remedies of the City of Lake Worth, Texas are expressly saved as to any and all violations of the provisions of any ordinance affecting zoning or land use, which have accrued at the time of the effective date of this Ordinance; and as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such Ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the Courts.

**SECTION 9.  
ENGROSSMENT AND ENROLLMENT**

The City Secretary of the City of Lake Worth is hereby directed to engross and enroll this Ordinance by copying the caption, publication clause and effective date clause in the minutes of the City Council and by filing the Ordinance in the Ordinance Records of the City.

**SECTION 10.  
PUBLICATION**

The City Secretary of the City of Lake Worth is hereby directed to publish in the official newspaper of the City of Lake Worth, the caption, the penalty clause, publication clause, and effective date clause of this ordinance two (2) days as authorized by Section 52.013 of the Local Government Code.

**SECTION 11.  
EFFECTIVE DATE**

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

**PASSED AND APPROVED** on the 11th day of September 2018.

**CITY OF LAKE WORTH**

By: \_\_\_\_\_  
Walter Bowen, Mayor

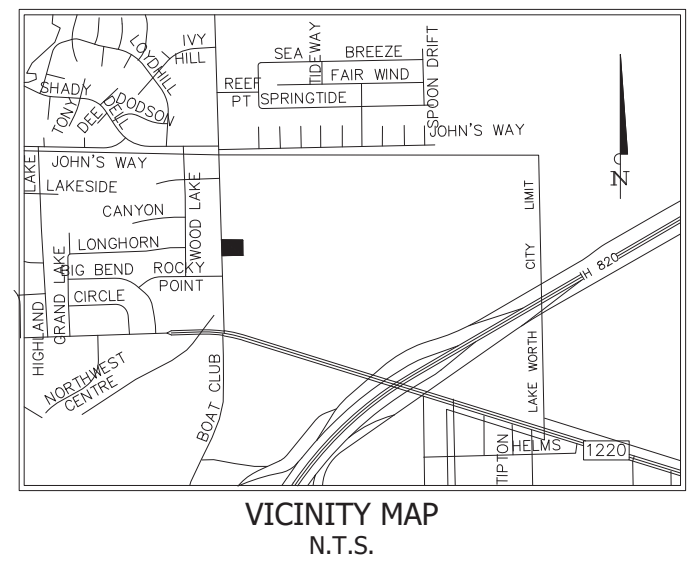
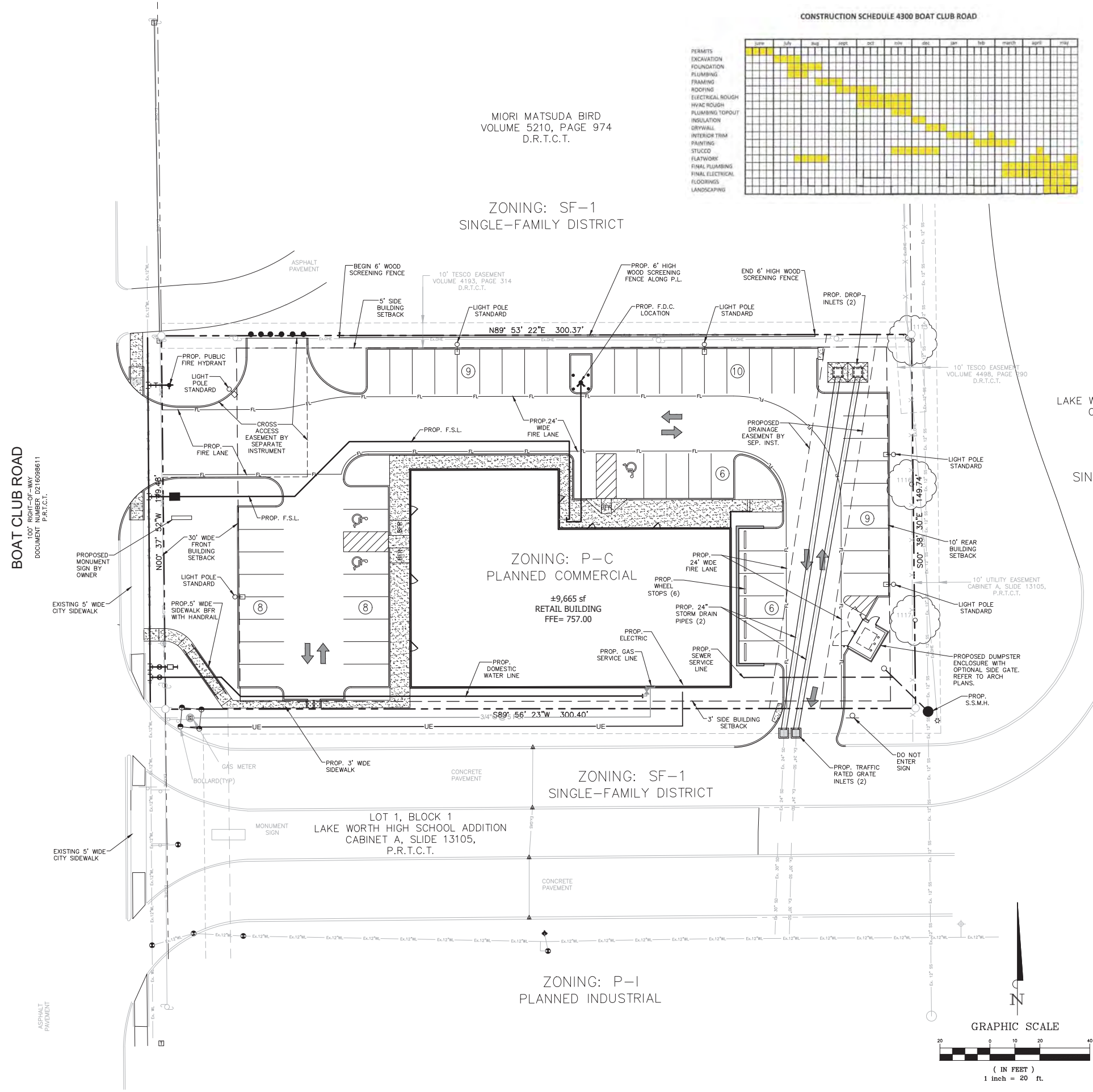
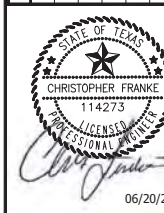
**ATTEST:**

\_\_\_\_\_  
Monica Solko, City Secretary

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Drew Larkin, City Attorney

No.	Date	Revision Description



LOT 1, BLOCK 1  
LAKE WORTH HIGH SCHOOL ADDITION  
CABINET A, SLIDE 13105,  
P.R.T.C.T.

ZONING: SF-1  
SINGLE-FAMILY DISTRICT

SITE SUMMARY TABLE	
GENERAL SITE DATA	
ZONING	P-C PLANNED COMMERCIAL DISTRICT
LAND USE	SEE NOTE THIS SHEET
LOT AREA	44,953 S.F. (1.032 ACRES)
TOTAL BUILDING AREA (SQUARE FEET)	9,665 S.F.
BUILDING HEIGHT (STORIES)	19' (1 STORY)
SETBACKS	30' FRONT/ 10' REAR/ 3' SIDE (FROM PROPERTY LINE)
PARKING	
REQUIRED PARKING (5 SPACE PER 1,000 S.F. PER FLOOR AREA)	49 SPACES
PARKING PROVIDED	56 SPACES
ACCESSIBLE / VAN ACCESSIBLE REQUIRED	3
ACCESSIBLE / VAN ACCESSIBLE PROVIDED	3

LAND USE NOTE:  
THE PROPOSED LAND USES INCLUDE: BARBER OR BEAUTY SHOP, HAIR OR NAIL SALON, SPA, AND OFFICE/RETAIL.

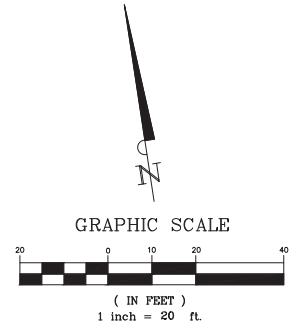
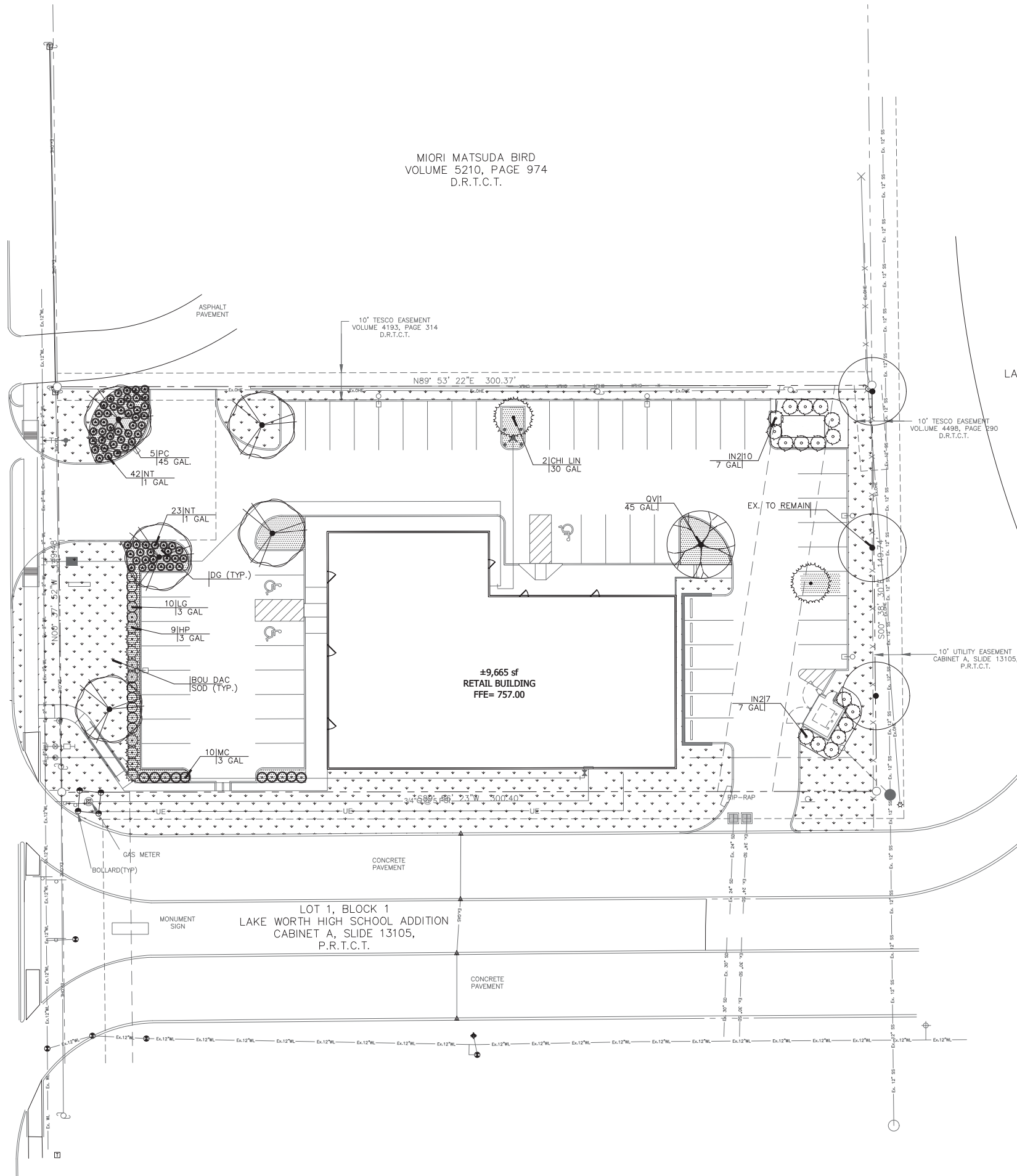
**OWNER:**  
Ron Sturgeon Real Estate, L.P.  
Ron Sturgeon  
5940 Eden Drive  
Halton City, TX 76117  
PH: 817-834-3625  
FAX: 817-838-8477  
EMAIL: rons@rdsinvestments.com

**DEVELOPER:**  
Keywinn Development  
Steven A Keys  
2625 8th Ave, Suite 100  
Fort Worth, TX 76110  
PH: 817-259-1605  
FAX: 512-381-4821  
EMAIL: skeys@keywinn.com

INFORMATION ON THIS SHEET IS PERTINENT TO ALL OTHER DESIGN SHEETS IN THIS SET OF DRAWINGS. THE CONTRACTOR SHALL NOT SEPARATE DRAWINGS FROM THE SET FOR DISTRIBUTION TO SPECIFIC DISCIPLINES. EACH SUBCONTRACTOR SHALL BE PROVIDED WITH ALL SHEETS WITHIN THIS PLAN SET.

BOAT CLUB ROAD  
100' RIG-FE-WAY  
DOCUMENT NUMBER D216098611  
P.R.T.C.T.

ASPHALT  
PAVEMENT



LANDSCAPE TABULATIONS:

TOTAL LOT AREA:	44,938 SF (1.03 AC)
LANDSCAPE AREA REQUIRED: 20%:	8,988 SF
LANDSCAPE AREA PROVIDED:	9,847 SF
LAWN AREA PROVIDED:	7,685 SF
FRONT YARD LANDSCAPE AREA REQ'D: 40%:	3,595 SF
FRONT YARD LANDSCAPE AREA PROVIDED:	4,530SF (50%)
LANDSCAPE PLANT PROVIDED:	8 SHADE TREES 2 ORNAMENTAL TREES 112 SHRUBS

PLANT\_SCHEDULE

TREES	QTY	BOTANICAL NAME / COMMON NAME	CONT	CAL	SIZE	NOTES
	3	Existing Tree To Remain				
	2	Chilopsis linearis / Desert Willow	30 GAL	3"	6'-8'	SYMMETRICAL, MATCHING, FULL
	5	Pistacia chinensis / Chinese Pistache	45 GAL.	3"	10'-12'	SYMMETRICAL, MATCHING, FULL
	1	Quercus virginiana / Southern Live Oak	45 GAL.	3"	10'-12'	SYMMETRICAL, MATCHING, FULL
SHRUBS	QTY	BOTANICAL NAME / COMMON NAME	CONT	SIZE	SPACING	NOTES
	9	Hesperaloe parviflora / Red Yucca	3 GAL	24" HT.	36" O.C.	SYMMETRICAL, MATCHING, FULL
	17	Ilex x 'Nellie R Stevens' / Nellie Stevens Holly	7 GAL	36" H.T.	48" O.C.	SYMMETRICAL, MATCHING, FULL
	10	Leucophyllum frutescens/ Green Cloud Texas Ranger	3 GAL	24" HT.	36" O.C.	SYMMETRICAL, MATCHING, FULL
	10	Muhlenbergia capillaris / Pink Muhly	3 GAL	24" HT.	36" O.C.	SYMMETRICAL, MATCHING, FULL
	66	Nassella tenuissima / Texas Needle Grass	1 GAL	16 HT.	24" O.C.	SYMMETRICAL, MATCHING, FULL
GROUND COVERS	QTY	BOTANICAL NAME / COMMON NAME	NOTES			
	PER PLAN	Bouteloua dactyloides / Buffalo Grass	SOD			
	PER PLAN	Decomposed Granite	4" COMPACTED WITH PERMEABLE WEED MAT			



Know what's below.  
Call before you dig.  
(@ least 48 hours prior to digging)

INFORMATION ON THIS SHEET IS PERTINENT TO ALL OTHER DESIGN SHEETS IN THIS SET OF DRAWINGS. THE CONTRACTOR SHALL NOT SEPARATE DRAWINGS FROM THE SET FOR DISTRIBUTION TO SPECIFIC DISCIPLINES. EACH SUBCONTRACTOR SHALL BE PROVIDED WITH ALL SHEETS WITHIN THIS PLAN SET.

**BANNISTER**  
ENGINEERING  
240 N. Mitchell Road | Mansfield, TX 76063 | 817.842.2094 | 817.842.2095 fax  
REGISTRATION # F-10599 (TEXAS)

BOAT CLUB ROAD RETAIL  
4300 BOAT CLUB ROAD  
LAKE WORTH, TEXAS

LANDSCAPE PLAN

No.	Date	Revision Description

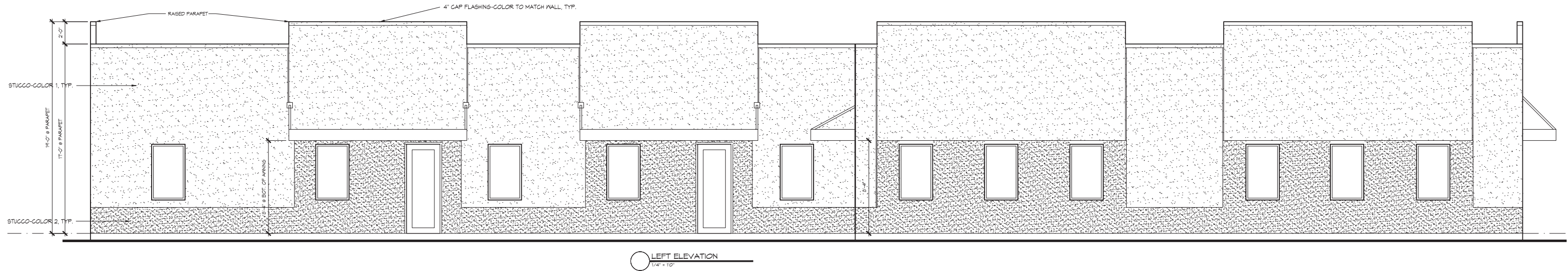


SHEET NO.

L-1.0

PROJECT NO.: 024-16-08





SHEET No.:

A2-1



219 N. WALNUT CREEK DR. MANSFIELD TEXAS 76069  
817.471.1324 METRO 817.471.3893 FAX  
**ARCHITECTS**  
© COPYRIGHT 2010 NO. 10 DESIGN GROUP

SHEET Title:

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#### GENERAL NOTES:

1. CONTRACTOR TO VERIFY ALL DIMENSIONS PRIOR TO BEGINNING CONSTRUCTION. NOTIFY ARCHITECT OF ANY DISCREPANCIES IMMEDIATELY.
2. CONTRACTOR TO OBSERVE ALL APPLICABLE STATE AND LOCAL CODES AND ORDINANCES.
3. ALL ELECTRICAL OUTLETS AT NET AREAS (INCL. GARAGE) TO BE G.F.I.
4. ALL EXTERIOR ELECTRICAL OUTLETS TO BE WEATHER PROOF.
5. ALL GLAZING WITHIN 20" HORIZ. DISTANCE FROM JAMB OF EXTERIOR DOORS TO BE TEMPERED GLASS.
6. PLUMBING WALLS AT TOILETS TO BE 2X6 STUDS.
7. ALL DIMENSIONS ARE TO FACE OF STUD OR FACE OF BRICK. ALL DIMENSIONS ARE FOR NOMINAL 4" STUD (ACTUAL 3-1/2" STUD).
8. PROVIDE 110V WIRE IN SERIES SMOKE DETECTORS OR PER LOCAL CODE REQUIREMENTS.
9. WINDOW AND DOOR SIZES ARE AS INDICATED ON PLANS AT EACH DOOR LOCATIONS.

DATE: 10-11-17 PD3

3-15-18

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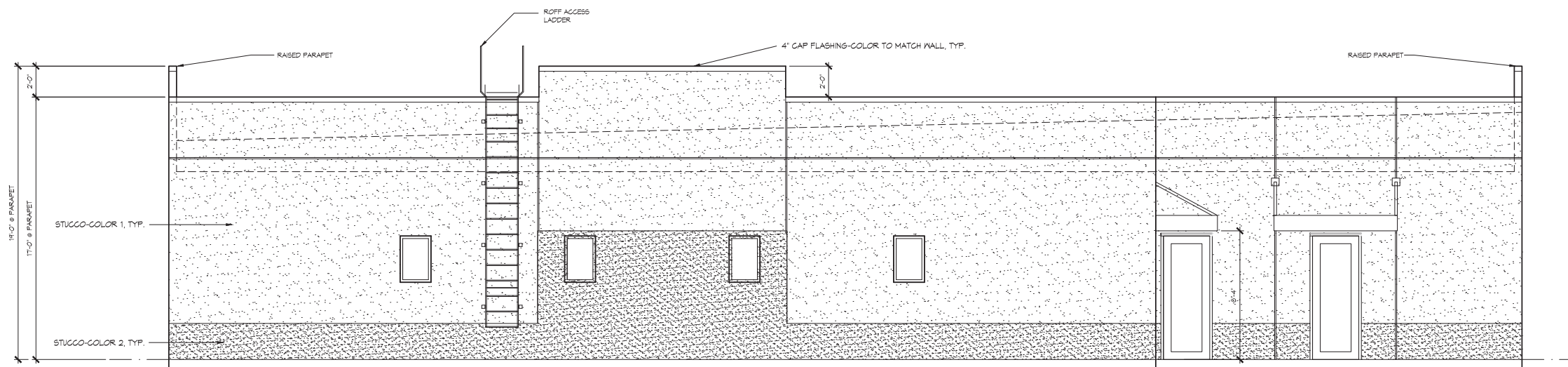
4300 BOAT CLUB RD.  
LOT LOT BLOCK BLOCK  
SUBDIVISION  
LAKE WORTH, TEXAS  
TARRANT COUNTY

SALON

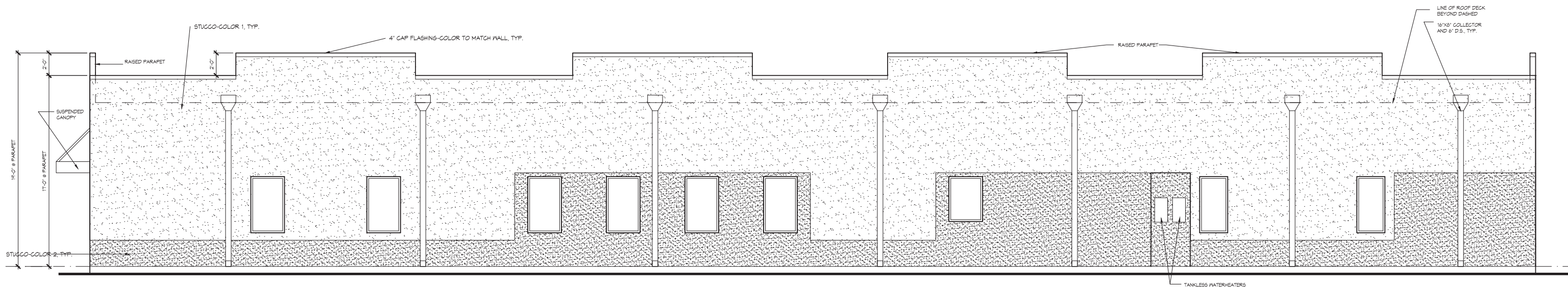
161803



3-15-18



REAR ELEVATION  
1/4" = 10'



RIGHT ELEVATION  
1/4" = 10'

SHEET No.:

A2-2



211 N. WALNUT CREEK DR. MANSFIELD TEXAS 76063  
817.471.1324 METRO 817.471.3853 FAX  
**ARCHITECTS**  
© COPYRIGHT 2010 NO. 10 DESIGN GROUP

SHEET Title:

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#### GENERAL NOTES:

1. CONTRACTOR TO VERIFY ALL DIMENSIONS PRIOR TO BEGINNING CONSTRUCTION. NOTIFY ARCHITECT OF ANY DISCREPANCIES IMMEDIATELY.  
2. CONTRACTOR TO OBSERVE ALL APPLICABLE STATE AND LOCAL CODES AND ORDINANCES.  
3. ALL ELECTRICAL OUTLETS AT NET AREAS (INCL. GARAGE) TO BE 6' F.  
4. ALL EXTERIOR ELECTRICAL OUTLETS TO BE WEATHER PROOF.  
5. ALL GLAZING WITHIN 20" HORIZ. DISTANCE FROM JAMB OF EXTERIOR DOORS TO BE TEMPERED GLASS.  
6. PLUMBING WALLS AT TOILETS TO BE 2X6 STUDS.  
7. ALL DIMENSIONS ARE TO FACE OF STUD OR FACE OF BRICK. ALL DIMENSIONS ARE FOR NOMINAL 4" STUD (ACTUAL 3-1/2" STUD).  
8. PROVIDE 110V WIRE IN SERIES SMOKE DETECTORS OR PER LOCAL CODE REQUIREMENTS.  
9. WINDOW AND DOOR SIZES ARE AS INDICATED ON PLANS AT EACH DOOR LOCATIONS.

DATE: 10-11-17 PD3

3-15-18

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4300 BOAT CLUB RD.  
LOT LOT BLOCK BLOCK  
SUBDIVISION  
LAKE NORTH, TEXAS  
TARRANT COUNTY

SALON

161803



3-15-18





BUILDING DEVELOPMENT SERVICES  
PLANNING & ZONING DIVISION  
3805 ADAM GRUBB, LAKE WORTH, TEXAS 76135  
817-255-7922 OR [SMEASON@LAKEWORTH.TX.ORG](mailto:SMEASON@LAKEWORTH.TX.ORG)

FOR OFFICE USE ONLY  
Case No: 2018-13  
Date Submitted: 4.5.18

## APPLICATION FOR DEVELOPMENT APPROVAL

(CHECK ALL THAT APPLY)

☐ ZONING CHANGE ☒ LAND USE ☒ SITE PLAN ☐ SITE PLAN AMENDMENT

PROPERTY ADDRESS 4300 Boat Club Rd

CURRENT LEGAL DESCRIPTION C Brown Survey Abstract No 157

CURRENT ZONING CLASSIFICATION & LAND USE Commercial

PROPOSED ZONING CLASSIFICATION & LAND USE \_\_\_\_\_

TOTAL ACRES .98 # OF LOTS 1

### APPLICANT/DEVELOPER INFORMATION

NAME Steve Keys (Keywinn Development)

ADDRESS 2625 8th Ave CITY Fort Worth

STATE Tx ZIP 76110 EMAIL skeys@keywinn.com

PHONE 512.917.8088 FAX 512.314.5130

### PROPERTY OWNER INFORMATION

NAME Ron Sturgeon Real Estate

ADDRESS 5940 Eden Drive CITY Haltom City

STATE Tx ZIP 76117 EMAIL rons@rdsinvestments.com

PHONE (817) 834-1385 FAX \_\_\_\_\_

### SURVEYOR/ARCHITECT/ENGINEER INFORMATION

NAME Terry Hawkins (Architect - No. 10 Design Group) and Bannister Engineering (Civil Eng)

ADDRESS 219 N Walnut Creek Dr CITY Mansfield

STATE Tx ZIP 76063 EMAIL tghawk@no10designgroup.com

PHONE (817) 477-1329 FAX \_\_\_\_\_

I hereby certify that I am the owner of the property described above and further certify that the information provided on this development application is true and correct. I further understand that the public hearing for this project will not be scheduled until the application fee(s) have been paid and the plans have been reviewed and accepted by City staff. IF APPLICATION IS SIGNED BY SOMEONE OTHER THAN THE OWNER, THEN AN OWNER AUTHORIZATION FORM MUST BE COMPLETED AND TURNED IN WITH APPLICATION.

Steve Keys

Digitally signed by Steve Keys  
Date: 2018.04.04 15:20:28 -05'00'

4.4.18

SIGNATURE OF OWNER, AGENT, OR APPLICANT

DATE

## GENERAL INFORMATION

Civil construction plan submittals shall meet the following general sheet requirements and order:

1. Cover Sheet with Vicinity Map (Project Name, Address, Legal Description, Type of Plan(s), and Current Date shall be shown on cover)
2. Final Plat
3. Site Layout
4. Dimensional Control Plan
5. Paving Plan and Profile
6. Grading Plan
7. Drainage Area Map
8. Storm Sewer Layout
9. Storm Sewer Plan and Profile
10. Water Layout
11. Water Plan and Profile
12. Sanitary Sewer Layout
13. Sanitary Sewer Plan and Profile
14. Storm Water Pollution Prevention Plan (Erosion Control Plan)
15. Traffic Control Plan
16. Standard Construction Details

Construction plans must be 100% complete at the time of submittal. Any incomplete sets of construction plans shall be returned unreviewed.

## SUBMITTAL CHECKLIST

The following items must be turned in for the subdivision plat application to be accepted and processed by this department:

- x DEVELOPMENT APPLICATION
- x OWNER AUTHORIZATION FORM (IF APPLICABLE)
- x APPLICATION FEE (VERIFY WITH P&Z ADMINISTRATOR)
- x FOUR (4) HARD COPIES OF DEVELOPMENT PLAN, CIVIL CONSTRUCTION PLANS OR SITE PLAN AMENDMENT PLAN (WHICHEVER IS APPLICABLE) (**ACCEPTED SIZE 24" x 36"**)
- x ELECTRONIC VERSION (.pdf) OF THE PLANS EMAILED TO [SMEASON@LAKEWORTHTX.ORG](mailto:SMEASON@LAKEWORTHTX.ORG)

### OFFICE USE ONLY

Fee: 5,550.00

Date Paid: 4.5.18

Receipt #: P18-0276

Ownership Verified:

☒ YES ☐ NO

Taxes Paid:

☒ YES ☐ NO

Liens Paid:

☒ YES ☐ NO

Public Hearing Newspaper Notice Deadline Date: 8.4.18

Public Hearing 200' Notification Deadline Date: 8.11.18

P&Z Commission Meeting Date: 8.21.18

City Council Meeting Date: 9.11.18

Approval Date: \_\_\_\_\_

Ordinance Number: \_\_\_\_\_

Instrument #: \_\_\_\_\_



## AUTHORIZATION FORM

City of Lake Worth

THE FOLLOWING IS TO BE COMPLETED ONLY IF A PERSON OTHER THAN THE OWNER IS MAKING THIS APPLICATION.

Dated: 4/30/18

Re: 4300 Boat Club

I, Ron Sturgeon, owner of the Property located at 4300 Boat Club Rd do hereby certify that I have given my permission to Steve Keys to make this (check one):

- ☐ Variance
- ☐ Waiver
- ☐ Plat (Development, Replat, Preliminary, Final)
- ☐ Zoning District Change
- ☐ Land Use Designation
- ☐ Comprehensive Land Use Plan Amendment
- ☒ Site Plan Application/Amendment

Application for [Signature]  
(applicant)

Ron Sturgeon  
Print Name

[Signature]  
Signature of Owner

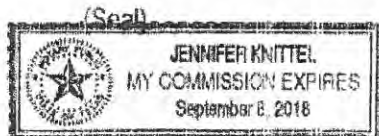
5940 Eden Dr  
Address

817 834 3625  
Phone No.

4/30/18  
Date

State of Texas §  
County of Tarrant §

Before me, Jennifer Knittel, a Notary Public in and for said County and State, on this day personally appeared Ron Sturgeon known to me to be the person whose name is subscribed to the foregoing certificate, and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.



[Signature]  
Notary

**CITY OF LAKE WORTH  
NOTICE OF PUBLIC HEARING  
PLANNING AND ZONING COMMISSION  
AND CITY COUNCIL**

**ZONING DISTRICT LAND USE DESIGNATION/DEVELOPMENT & SITE PLAN APPROVAL  
PLANNING & ZONING CASE #PZ-2018-13**

The Planning and Zoning Commission of the City of Lake Worth, Texas, will conduct the first of two public hearings at **6:30 p.m. on Tuesday, August 21, 2018**, at Lake Worth City Council Chambers, 3805 Adam Grubb, Lake Worth, Texas 76135 to hear public comment and consider recommendations to the City Council regarding an Ordinance amending Ordinance No. 500, the Comprehensive Zoning Ordinance of the City of Lake Worth, so as to consider a land use designation and development and site plan approval of an approximately 1.032-acre parcel of land, legally known as Block 1, Lot 1, Sturgeon Addition – Lake Worth, Lake Worth, Tarrant County, Texas, being that all of the certain called 1.032-acre parcel of land recorded in the deed records of Tarrant County, Texas, by amending the Official Zoning Map to reflect such change. The property to be considered is generally described as a 1.032-acre parcel of land located at 4300 Boat Club Road, Lake Worth, Texas. The City Council will conduct a second Public Hearing at **6:30 p.m. on Tuesday, September 11, 2018**, at Lake Worth City Council Chambers, 3805 Adam Grubb, Lake Worth, Texas 76135 to hear public comment and consider the proposed land use designation and development and site plan approval for the above listed property. All interested parties are encouraged to attend.

Ron Sturgeon Real Estate LP  
5940 Eden Drive  
Haltom City, Texas 76117-6121

**Katie's Express Car Wash LLC**  
1924 Jacksboro Highway  
Fort Worth, Texas 76114-2315

Lake Worth ISD  
Attn: Superintendent  
6805 Telephone Road  
Lake Worth, Texas 76135

Fred R & Providence Loudon  
4312 Boat Club Road  
Lake Worth, Texas 76135

Betty Lou Humphries  
4312 Boat Club Road  
Lake Worth, Texas 76135

Don & Gabriele St John  
4309 Boat Club Road  
Lake Worth, Texas 76135

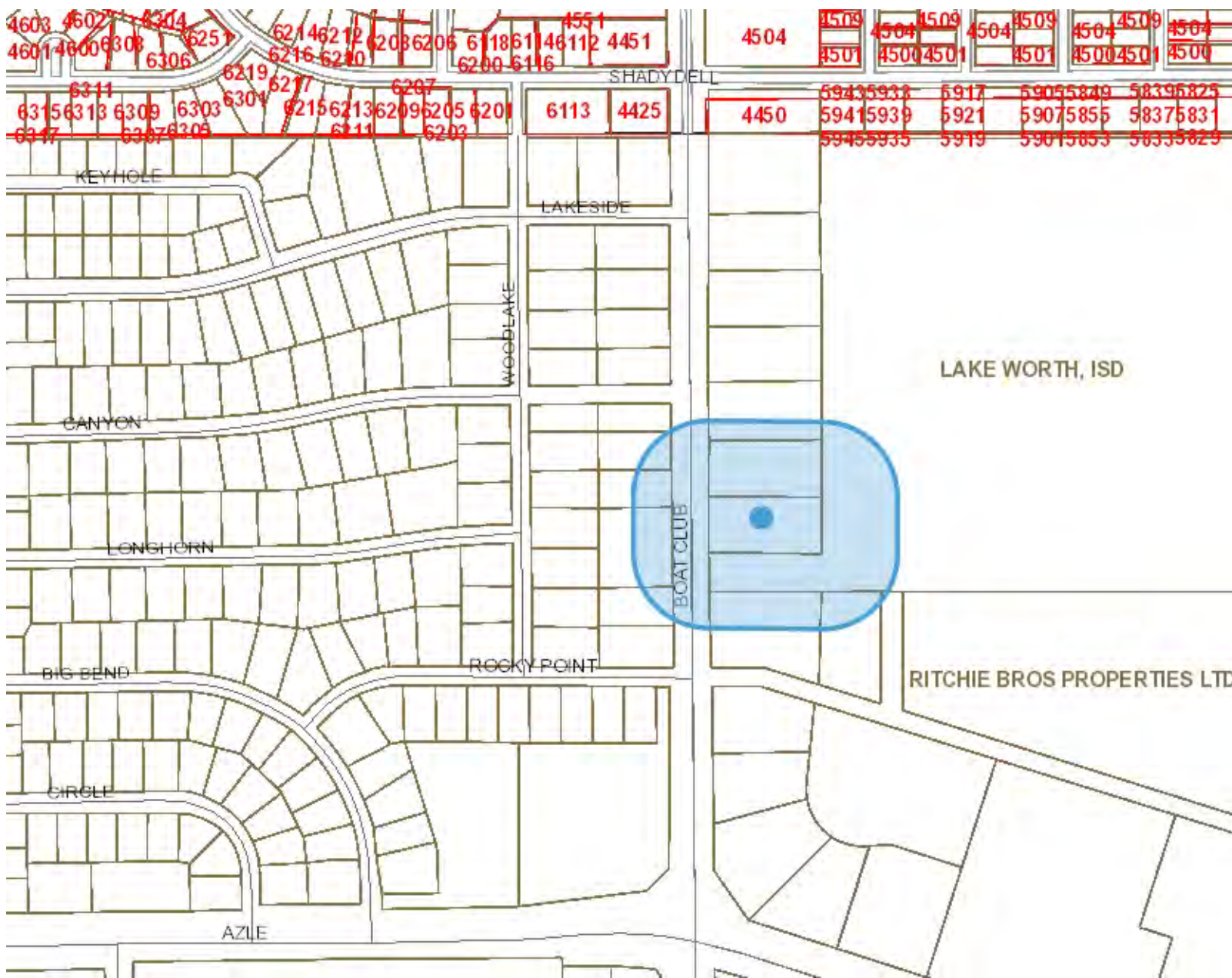
David A & Annabelle E Wilson  
4303 Boat Club Road  
Lake Worth, Texas 76135

Leo Montgomery & Martha Riggs  
8228 Woodvale Road  
Fort Worth, Texas 76135

Stum Properties LLC  
135 Park Canyon Drive  
Fort Worth, Texas 76108

Midori Matsuda Bird  
4540 Idledell Drive  
Fort Worth, Texas 76116-7688





## Legend

- Parcels
- Lots
- Arterials
- Freeways
- Streets
- Tarrant County Streets
- Parks
- Lakes
- City Limit
- Extraterritorial Jurisdiction (ETJ)



8/8/18 4:28 PM

1: 4,695



0.1 0 0.07 0.1 Miles



This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. The City of Fort Worth assumes no responsibility for the accuracy of said data.

NCTCOG ORTHOPHOTOGRAPHY

**Lake Worth City Council Meeting – September 11, 2018**

**Agenda Item No. C.2**

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**From:** Suzanne Meason, Planning & Zoning Administrator

**Item:** Public Hearing to consider Planning & Zoning Case No. PZ-2018-14, a proposed replat being all of a 0.445-acre parcel of land known as Block 5, Lot A, Broadview West Addition of the records of Tarrant County, Texas. The proposed replat's new legal description will be Block 5, Lot(s) AR1 and AR2, Broadview West Addition, which is generally described as 3309 Roberts Cut Off Road (Lot AR1) and 3307 Roberts Cut Off Road (Lot AR2), Lake Worth, Texas. **(THE PLANNING & ZONING COMMISSION RECOMMENDED APPROVAL BY A VOTE OF 6-0.)**

**Property Description:**

0.445-acre parcel(s) of land, located at 3307 & 3309 Roberts Cut Off Road

**Property Owner(s):**

Francisco Munoz, 2713 Prairie Avenue, Fort Worth, Texas 76164

Jimmy Ray & Tonie R. Wright, 3309 Roberts Cut Off Road, Fort Worth, Texas 76114

**Applicant:**

Francisco Munoz, 2713 Prairie Avenue, Fort Worth, Texas 76164

Jimmy Ray & Tonie R. Wright, 3309 Roberts Cut Off Road, Fort Worth, Texas 76114

**Engineer/Surveyor:**

Lloyd Bransom Surveyors, Charles B. Hooks, Jr., 1028 N Sylvania, Fort Worth, Texas 76111

**Current Zoning:**

"PC" – Planned Commercial

**Current Use(s):**

Single Family Residences

**Existing Road(s):**

Yeary Street, Roberts Cut Off Road, and Cowden Street

**Surrounding Zoning:**

North: The property to the north is currently zoned PC-Planned Commercial.

South: The property to the south is currently zoned PC-Planned Commercial.

East: The property to the east is currently zoned PC-Planned Commercial.

West: The property to the west is currently zoned PC-Planned Commercial.

Agenda Item No. C.2

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**Summary:**

Mr. Munoz, owner of the property at 3307 Roberts Cut Off had a house fire some time back. He was originally just supposed to repair the fire damage to the existing house, but instead he tore the house down completely to the slab, in doing so he had to apply for a new construction permit. When he applied for the permit, it was discovered that Mr. Munoz lot was never properly subdivided from his neighbors' lot. Mr. Munoz hired a surveyor to prepare a replat document him and his neighbor, Mr. & Mrs. Wright applied for a replat to properly subdivide the properties, so that Mr. Munoz could rebuild the house. Staff has reviewed the document and finds it to comply with state and local requirements. The replat was heard by the Planning and Zoning Commission on August 21, 2017 and they recommended approval by a vote of 6-0.

**Public Input:**

On Thursday, August 9, 2018 as required by State law, the City mailed out twenty (20) letters of Notification for a Public Hearing to all property owners within two hundred (200') feet of the subject site. Notice was also published in the City's paper of record, the Fort Worth Star Telegram on Friday, August 3, 2018. We have received the following in favor/opposition to the request:

1. FOR – no comment forms received.
2. AGAINST – no comment forms received.

**Fiscal Impact:**

N/A

**Attachments:**

1. Subdivision Application/30 Day Waiver of Action Form
2. Replat Document
3. Public Hearing Notice
4. Public Hearing Notifications (within 200' of subject property)
5. Vicinity Map

**Recommended Motion or Action:**

Staff's recommends approval of Agenda Item C.2 as presented.





BUILDING DEVELOPMENT SERVICES  
PLANNING & ZONING DIVISION  
3805 ADAM GRUBB, LAKE WORTH, TEXAS 76135  
817-255-7922 OR [SMEASON@LAKEWORTHTX.ORG](mailto:SMEASON@LAKEWORTHTX.ORG)

FOR OFFICE USE ONLY  
Case No PZ-2018-14  
Date Submitted: 7-6-18

## APPLICATION FOR SUBDIVISION PLAT APPROVAL

(CHECK ALL THAT APPLY)

☐ PRELIMINARY PLAT ☐ FINAL PLAT ☒ REPLAT ☐ AMENDING/CORRECTION PLAT

PROPOSED SUBDIVISION NAME BROADVIEW WEST

CURRENT ZONING CLASSIFICATION MIXED PLANNED DEV

CURRENT LEGAL DESCRIPTION S 1/2 of LOT A BLOCK 5

TOTAL ACRES 0.445 AC # OF LOTS 2 PROPOSED USE RESIDENTIAL

### APPLICANT/DEVELOPER INFORMATION

NAME FRANCISCO MUNOZ

ADDRESS 2713 PRAIRIE AV CITY FW

STATE TX ZIP 76164 EMAIL \_\_\_\_\_

PHONE 817.683.7596 FAX \_\_\_\_\_

### PROPERTY OWNER INFORMATION

NAME SAME AS APPLICANT

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_ EMAIL \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

### SURVEYOR/ARCHITECT/ENGINEER INFORMATION

NAME CHARLES B. HOOKS, JR LOYD BRANSON SURVEYORS

ADDRESS 1028 N. SYLVANIA CITY FW

STATE TX ZIP 76111 EMAIL SURVEY1968@SWBEL.NET

PHONE 817.834.3477 FAX \_\_\_\_\_

I hereby certify that I am the owner of the property described above and further certify that the information provided on this development application is true and correct. I further understand that the public hearing for this project will not be scheduled until the application fee(s) have been paid and the plans have been reviewed and accepted by City staff. IF APPLICATION IS SIGNED BY SOMEONE OTHER THAN THE OWNER, THEN AN OWNER AUTHORIZATION FORM MUST BE COMPLETED AND TURNED IN WITH APPLICATION.

Francisco Munoz  
SIGNATURE OF OWNER, AGENT, OR APPLICANT

6 27 18  
DATE



## GENERAL INFORMATION

A plat is intended to serve as the official recorded map of the property to be developed, showing thereon the boundaries, lots, public streets and easements and other significant public facilities and features which are necessary to serve the development. All plats shall conform to the Lake Worth Subdivision and Development Ordinance and Design Criteria and Construction Standards.

**Owner signature:** The plat application is required to be signed by the **current property owner**. If the property owner is not available to sign the application, then an owner authorization form (City provided) from the property owner is required to be submitted which empowers a designee to sign for the property owner.

**Waiver from Section 212.009:** The Texas Local Government Code requires that the municipal authority responsible for approving plats must take action on a plat within thirty (30) days of the plat application being accepted. A plat is considered approved by the municipal authority unless it is disapproved within that period. Because thirty (30) days is generally not enough time for a plat to be processed by City Staff and forwarded to the Planning and Zoning Commission and City Council for approval, a waiver of action form must be signed. **If the waiver of action form is not signed and submitted, then it is likely that the plat will be forwarded to the Planning and Zoning Commission with a staff recommendation of denial within thirty (30) days of the application being accepted. The waiver must be signed by the property owner or by the property owner's designee as noted on the owner authorization form.**

**Acceptance of plat application:** All plat applications will be reviewed for completeness in accordance with this checklist before they are accepted by City Staff. Failure of applicant to provide the required information constitutes grounds for refusal of plat acceptance for processing; or staff recommendation of denial when application is scheduled for consideration.

## SUBMITTAL CHECKLIST

The following items must be turned in for the subdivision plat application to be accepted and processed by this department:

- ☒ SUBDIVISION PLAT APPLICATION
- ☒ OWNER AUTHORIZATION FORM (IF APPLICABLE)
- ☒ SIGNED WAIVER OF 30 DAY ACTION FORM
- ☒ APPLICATION FEE (VERIFY WITH P&Z ADMINISTRATOR)
- ☒ FOUR (4) HARD COPIES OF SUBDIVISION PLAT DOCUMENT (SIZE 24 x 36 FOLDED INTO 8½ x 11)
- ☒ ELECTRONIC VERSION (.pdf) OF THE SUBDIVISION PLAT DOCUMENT EMAILED TO [SMEASON@LAKEWORTHTX.ORG](mailto:SMEASON@LAKEWORTHTX.ORG)
- ☐ FOUR (4) HARD COPIES OF CIVIL CONSTRUCTION PLANS (IF APPLICABLE)

### OFFICE USE ONLY

Fee: 370.00  
Date Paid: 7.6.18  
Receipt #: P18-560  
Ownership Verified:  
☒ YES ☐ NO  
Taxes Paid:  
☒ YES ☐ NO  
Liens Paid:  
☒ YES ☐ NO

Public Hearing Newspaper Notice Deadline Date: 8.4.18  
Public Hearing 200' Notification Deadline Date: 8.11.18  
P&Z Commission Meeting Date: 8.21.18  
City Council Meeting Date: 9.11.18  
Plat Approval Date: \_\_\_\_\_  
Plat File Date: \_\_\_\_\_  
Instrument #: \_\_\_\_\_



BUILDING DEVELOPMENT SERVICES  
PLANNING & ZONING DIVISION  
3805 ADAM GRUBB, LAKE WORTH, TEXAS 76135  
817-255-7922 OR [SMEASON@LAKEWORTHTX.ORG](mailto:SMEASON@LAKEWORTHTX.ORG)

FOR OFFICE USE ONLY  
Case No. P22018-14  
Date Submitted: 7-6-18  
Accepted By: Smeason

## WAIVER OF 30 DAY ACTION REQUIREMENT FOR PLATTING

(CHECK ONE)

☐ PRELIMINARY PLAT ☐ FINAL PLAT ☒ REPLAT ☐ AMENDING/CORRECTION PLAT

PROPOSED SUBDIVISION NAME BROADVIEW WEST

CURRENT LEGAL DESCRIPTION 5 1/2 of LOT A Block 5

TOTAL ACRES 0.445 AC # OF LOTS 2 PROPOSED USE RESIDENTIAL

### PROPERTY OWNER INFORMATION

NAME FRANCISCO MUNOZ

ADDRESS 2713 PRAIRIE CITY FW

STATE TX ZIP 76164 EMAIL \_\_\_\_\_

PHONE 817.683.7896 FAX \_\_\_\_\_

I hereby affirm that I am the owner or an authorized representative of the owner of the property described above which is being submitted for the platting process and I hereby waive my right to have action taken on my plat within the thirty (30) day period as required by section 212.009 of Texas Local Government Code.

IF APPLICATION IS SIGNED BY SOMEONE OTHER THAN THE OWNER, THEN AN OWNER AUTHORIZATION FORM MUST BE COMPLETED AND TURNED IN WITH APPLICATION.

Francisco Munoz  
SIGNATURE OF OWNER, AGENT, OR APPLICANT

6 27 18  
DATE





BUILDING DEVELOPMENT SERVICES  
PLANNING & ZONING DIVISION  
3805 ADAM GRUBB, LAKE WORTH, TEXAS 76135  
817-255-7922 OR [SMEASON@LAKEWORTHTX.ORG](mailto:SMEASON@LAKEWORTHTX.ORG)

FOR OFFICE USE ONLY  
Case No: PZ-2018-14  
Date Submitted: 7.6.18

## APPLICATION FOR SUBDIVISION PLAT APPROVAL

(CHECK ALL THAT APPLY)

☐ PRELIMINARY PLAT ☐ FINAL PLAT ☒ REPLAT ☐ AMENDING/CORRECTION PLAT

PROPOSED SUBDIVISION NAME BROADVIEW WEST

CURRENT ZONING CLASSIFICATION MIXED PLANNED DEV

CURRENT LEGAL DESCRIPTION N 1/2 OF LOT A BLOCK 5

TOTAL ACRES 0.445 # OF LOTS 2 PROPOSED USE RESIDENTIAL

### APPLICANT/DEVELOPER INFORMATION

NAME JIMMY RAY & DONNA R. WRIGHT

ADDRESS 3309 ROBERTS CUT OFF CITY LAKE WORTH

STATE TX ZIP 76135 EMAIL \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

### PROPERTY OWNER INFORMATION

NAME SAME AS APPLICANT

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_ EMAIL \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

### SURVEYOR/ARCHITECT/ENGINEER INFORMATION

NAME CHARLES B. HOOKS, JR LOYD BRADSON SURVEYORS

ADDRESS 1028 N. SYLVANIA CITY FW

STATE TX ZIP 76111 EMAIL SURVEY1968@SWBELLE.NET

PHONE 817-934-3477 FAX \_\_\_\_\_

I hereby certify that I am the owner of the property described above and further certify that the information provided on this development application is true and correct. I further understand that the public hearing for this project will not be scheduled until the application fee(s) have been paid and the plans have been reviewed and accepted by City staff. IF APPLICATION IS SIGNED BY SOMEONE OTHER THAN THE OWNER, THEN AN OWNER AUTHORIZATION FORM MUST BE COMPLETED AND TURNED IN WITH APPLICATION.

Jimmy Wright  
SIGNATURE OF OWNER, AGENT, OR APPLICANT

6-27-18  
DATE



BUILDING DEVELOPMENT SERVICES  
PLANNING & ZONING DIVISION  
3805 ADAM GRUBB, LAKE WORTH, TEXAS 76135  
817-255-7922 OR [SMEASON@LAKEWORTHTX.ORG](mailto:SMEASON@LAKEWORTHTX.ORG)

FOR OFFICE USE ONLY  
Case No: PZ-2018-14  
Date Submitted: 7.6.18  
Accepted By: 8Messa

## WAIVER OF 30 DAY ACTION REQUIREMENT FOR PLATTING

(CHECK ONE)

☐ PRELIMINARY PLAT ☐ FINAL PLAT ☒ REPLAT ☐ AMENDING/CORRECTION PLAT

PROPOSED SUBDIVISION NAME BROADVIEW WEST

CURRENT LEGAL DESCRIPTION N<sup>1</sup>/<sub>2</sub> LOT A Block 5

TOTAL ACRES 0.445 AC # OF LOTS 2 PROPOSED USE RESIDENTIAL

### PROPERTY OWNER INFORMATION

NAME JIMMY RAY & DONIE R. WRIGHT

ADDRESS 3309 ROBERTS CUT OFF CITY LAKE WORTH

STATE TX ZIP 76135 EMAIL \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

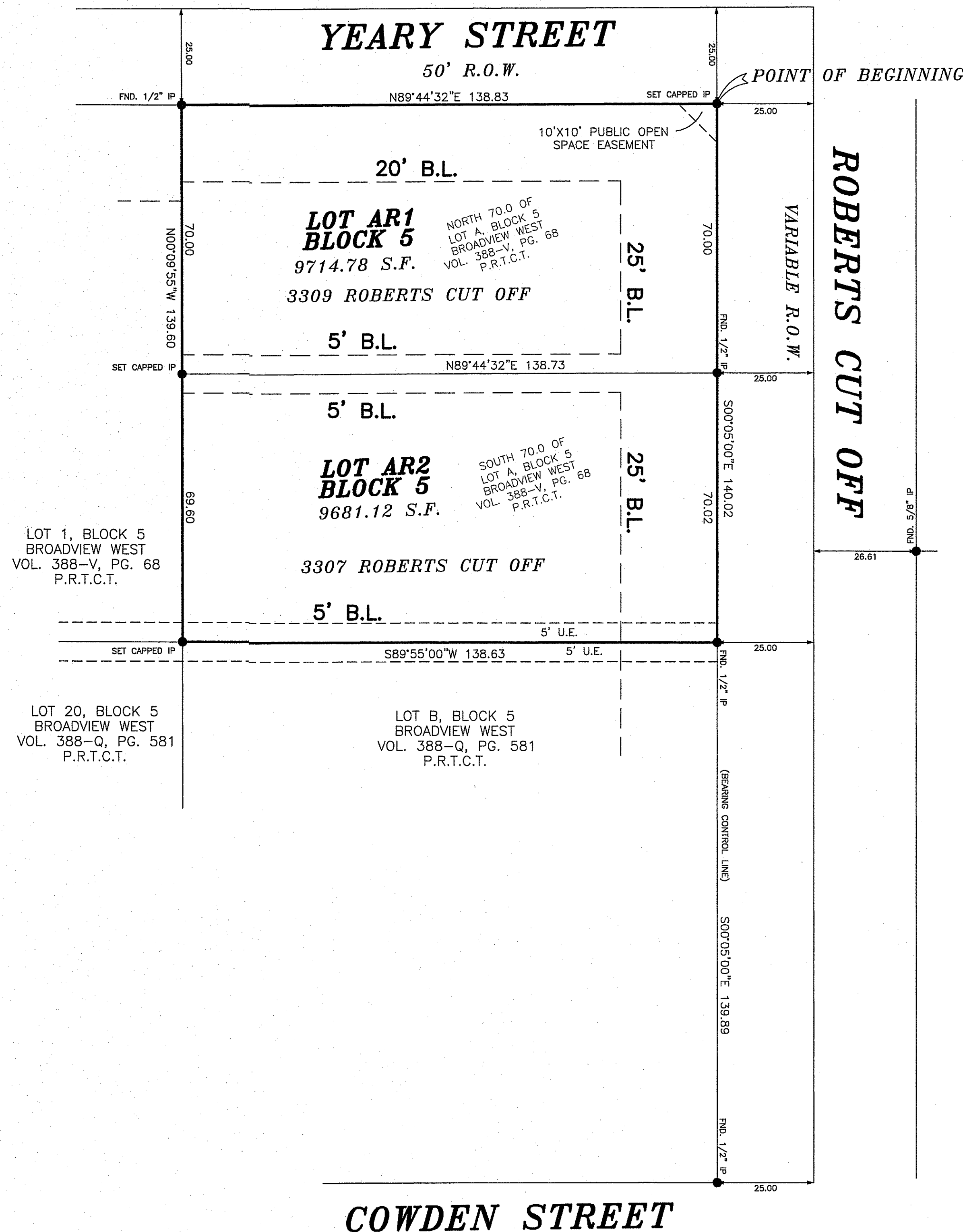
I hereby affirm that I am the owner or an authorized representative of the owner of the property described above which is being submitted for the platting process and I hereby waive my right to have action taken on my plat within the thirty (30) day period as required by section 212.009 of Texas Local Government Code.

IF APPLICATION IS SIGNED BY SOMEONE OTHER THAN THE OWNER, THEN AN OWNER AUTHORIZATION FORM MUST BE COMPLETED AND TURNED IN WITH APPLICATION.

Jimmy Wright  
SIGNATURE OF OWNER, AGENT, OR APPLICANT

6-27-18  
DATE





THIS PLAT FILED IN INSTRUMENT NO. \_\_\_\_\_ DATED \_\_\_\_\_.

CITY OF LAKE WORTH  
NOTICE OF PUBLIC HEARING  
PLANNING AND ZONING COMMISSION  
AND CITY COUNCIL

REPLAT REQUEST  
PLANNING & ZONING CASE #PZ-2018-14

The Planning and Zoning Commission of the City of Lake Worth, Texas, will conduct the first of two public hearings at **6:30 p.m. on Tuesday, August 21, 2018**, at the Lake Worth City Council Chambers, 3805 Adam Grubb, Lake Worth, Texas 76135 to hear public comment and consider recommendations to the City Council regarding a proposed replat being all of a 0.445-acre parcel of land known as Block 5, Lot A, Broadview West Addition of the records of Tarrant County, Texas. The proposed replat's new legal description will be Block 5, Lot(s) AR1 and AR2, Broadview West Addition, which is generally described as 3309 Roberts Cut Off Road (Lot AR1) and 3307 Roberts Cut Off Road (Lot AR2), Lake Worth, Texas. The City Council will conduct a second Public Hearing at **6:30 p.m. on Tuesday, September 11, 2018**, at Lake Worth City Council Chambers, 3805 Adam Grubb, Lake Worth, Texas 76135 to hear public comment and consider. All interested parties are encouraged to attend.

Ralph B Gonzalez  
3323 Roberts Cut Off Road  
Fort Worth, Texas 76114-1063

Maria & Veronica Morales  
6004 Cowden Street  
Lake Worth, Texas 76135-3302

Yeary Land Trust  
PO Box 137556  
Fort Worth, Texas 76136-1556

Mary J McCallie  
6008 Cowden Street  
Lake Worth, Texas 76135

Jimmy Ray & Tonie R Wright  
3309 Roberts Cut Off Road  
Fort Worth, Texas 76114

Venkata R Seelam  
5125 Fresno Avenue  
Richmond, CA 94804

Francisco Munoz  
2713 Prairie Avenue  
Fort Worth, Texas 76164-6819

Edward L Stevens  
10709 San Simeon Lane  
Fort Worth, Texas 76179-6838

Czech Lodge #92  
3316 Roberts Cut Off Road  
Fort Worth, Texas 76114-1035

Zonia Milan  
6009 Yeary Street  
Lake Worth, Texas 76135-3307

Precious Faith Temple  
6121 Greenfield Road  
Fort Worth, Texas 76135-1306

Terri W Hardaway  
6013 Yeary Street  
Lake Worth, Texas 76135-3307

Janet L Lovell  
3305 Robert Cut Off Road  
Fort Worth, Texas 76114

Lorena Valverde  
6004 Yeary Street  
Lake Worth, Texas 76135

Toma Adcox  
3301 Roberts Cut Off Road  
Fort Worth, Texas 76114-1034

Roberto & Cleopatra Alvarez  
141 Roberts Drive  
Saginaw, Texas 76179

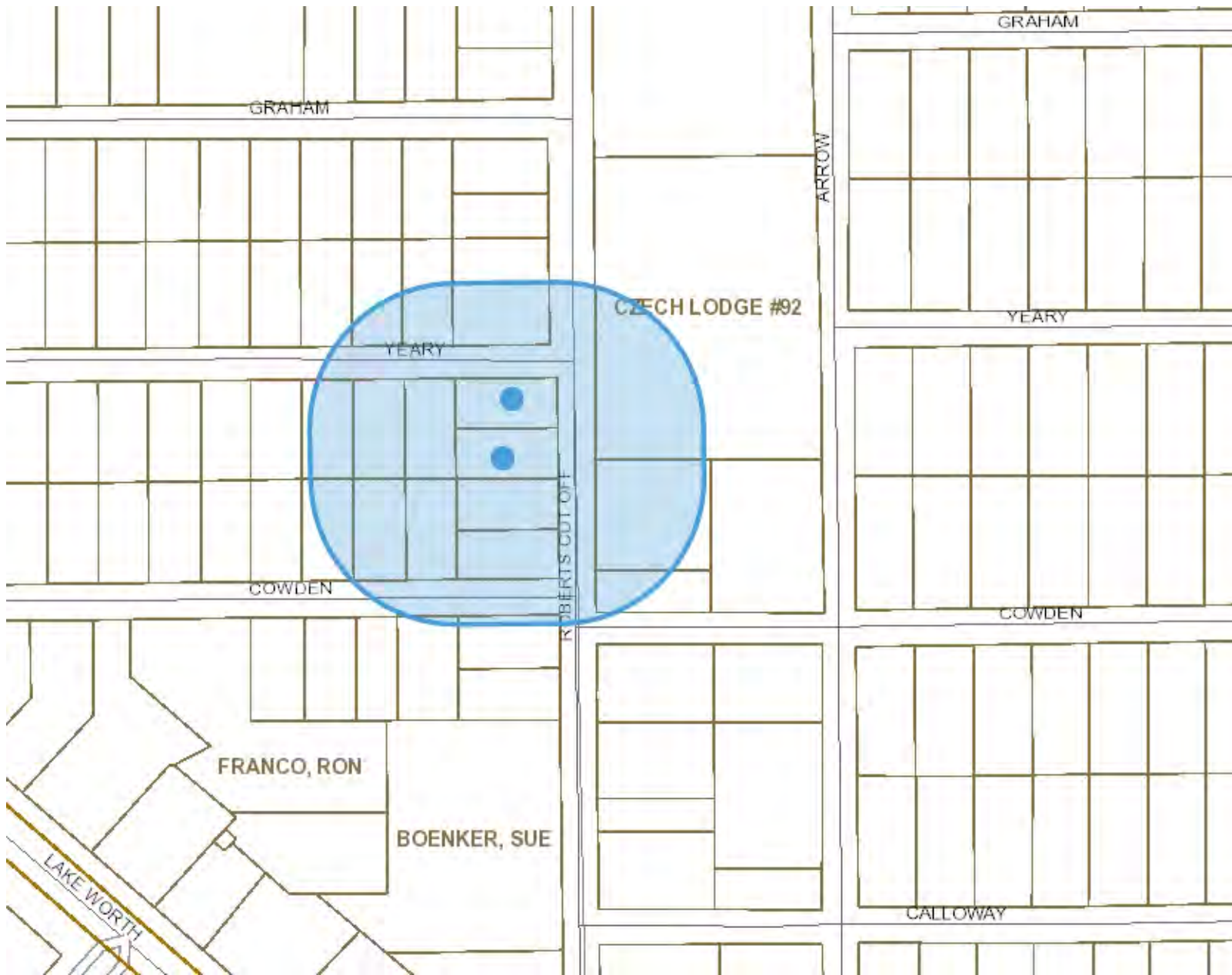
Boenker Properties Inc.  
6030 Lake Worth Blvd.  
Lake Worth, Texas 76135

Theresa K Riley  
6704 Azle Avenue  
Lake Worth, Texas 76135

Colin Hermilio Lopez  
6005 Cowden Street  
Lake Worth, Texas 76135

Sandra Bush  
6012 Yeary Street  
Lake Worth, Texas 76135





## Legend

- Parcels
- Lots
- Arterials
- Freeways
- Streets
- Tarrant County Streets
- Parks
- Lakes
- City Limit
- Extraterritorial Jurisdiction (ETJ)



8/9/18 8:05 AM

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NCTCOG ORTHOPHOTOGRAPHY

1:2,433



**Lake Worth City Council Meeting – September 11, 2018**

**Agenda Item No. C.3**

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**From:** Suzanne Meason, Planning & Zoning Administrator

**Item:** Public Hearing to consider Ordinance No. 1122, Planning & Zoning Case No. PZ-2018-15, an Ordinance, amending Ordinance No. 926, so as to consider a site plan amendment of an approximate 109.07-acre parcel of land, legally known as Block 1, Lot 1R, Ritchie Brothers Addition and generally described as 6050 Azle Avenue, Lake Worth, Texas. **(THE PLANNING & ZONING COMMISSION RECOMMENDED APPROVAL BY A VOTE OF 6-0.)**

**Property Description:**

109.07-acre parcel of land, located at 6050 Azle Avenue

**Property Owner(s):**

Ritchie Bros Properties Ltd, 9500 Glenlyon Pkwy., British Columbia, Canada V5J0C6

**Applicant:**

Rogers-Ford, L.C., Pat Ford, 2777 N. Stemmons Freeway, Suite #1375, Dallas, Texas 75207

**Engineer/Surveyor:**

Rogers-Ford, L.C., Pat Ford, 2777 N. Stemmons Freeway, Suite #1375, Dallas, Texas 75207

**Current Zoning:**

“PI” – Planned Industrial

**Proposed Use(s):**

“PI” – Planned Industrial for Ritchie Brothers Auctioneers

**Existing Road(s):**

Azle Avenue & Loop 820 Service Road

**Surrounding Zoning:**

North: The property to the north is in the City of Fort Worth.

South: The property to the south is currently zoned “PC” – Planned Commercial.

East: The property to the east is in the City of Fort Worth.

West: The property to the west is currently zoned “SF-1” – Single Family Residential. (LW ISD) and “PC” – Planned Commercial.

**Summary:**

Ritchie Brothers Auctioneers has made application for a site plan amendment at their existing location at 6050 Azle Avenue. They are requesting an amendment to construct a 1,096 square

**Agenda Item No. C.3**

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foot storage building with locker rooms. This particular building will house the facilities golf carts and will have locker rooms for worker and driver clean up. The site will keep all their previously approved uses and variances as laid out in the original ordinance and carried through with all amendments to that ordinance.

The case was heard by the Planning & Zoning Commission on August 21, 2018 and was recommended for approval by a vote of 6-0.

**Public Input:**

On Thursday, August 9, 2018 as required by State law, the City mailed out seven (7) letters of Notification for a Public Hearing to all property owners within two hundred (200') feet of the subject site. Notice was also published in the City's paper of record, the Fort Worth Star Telegram on Friday, August 3, 2018. We have received the following in favor/opposition to the request:

1. FOR – no comment forms received.
2. AGAINST – no comment forms received.

**Fiscal Impact:**

N/A

**Attachments:**

1. Ordinance
2. Amended Development Site Plan & Site Plan (Exhibit A & Exhibit B)
3. Development Application/Owner Authorization Form
4. Public Hearing Notice
5. Public Hearing Notifications (within 200' of subject property)
6. Vicinity Map

**Recommended Motion or Action:**

Staff recommends approval of agenda item C.3 as presented.

## **ORDINANCE NO. 1122**

**AN ORDINANCE AMENDING ORDINANCE NO. 926, SO AS TO CONSIDER A SITE PLAN AMENDMENT, ATTACHED HERETO AS “EXHIBIT A” AND “EXHIBIT B” OF AN APPROXIMATELY 109.07-ACRE PARCEL OF LAND, LEGALLY KNOWN AS BLOCK 1, LOT 1R, RITCHIE BROTHERS ADDITION, AND GENERALLY DESCRIBED AS 6050 AZLE AVENUE, LAKE WORTH, TARRANT COUNTY, TEXAS; AMENDING THE OFFICIAL ZONING MAP; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A PENALTY CLAUSE; PROVIDING FOR SAVINGS; PROVIDING FOR SEVERABILITY; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND NAMING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Lake Worth is a Home Rule City acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, pursuant to Chapter 211 of the Local Government Code, the City has adopted a comprehensive zoning ordinance and map regulating the location and use of buildings, other structures and land for business, industrial, residential or other purposes, and providing for a method to amend said ordinance and map for promoting the public health, safety, morals and general welfare; and

**WHEREAS**, the owner of a 109.07-acre parcel of land located in Lake Worth, Texas, has initiated an application on the hereinafter described property to request a site plan amendment; and

**WHEREAS**, a public hearing was duly held by the Planning and Zoning Commission of the City of Lake Worth on August 21, 2018, and by the City Council of the City of Lake Worth September 11, 2018, with respect to the zoning described herein; and

**WHEREAS**, all requirements of law dealing with notice to other property owners, publication and all procedural requirements have been complied with in accordance with Chapter 211 of the Local Government Code; and

**WHEREAS**, the City Council of the City of Lake Worth, Texas, does hereby deem it advisable and in the public interest to amend Ordinance No. 926, and to amend the Official Zoning Map of the City, as described herein.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAKE WORTH, TEXAS:**

**SECTION 1.  
INCORPORATION OF PREMISES**

The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

**SECTION 2.  
ORDINANCE 926 AMENDED**

Ordinance No. 926 is hereby amended by approving a site plan amendment and by amending the Official Zoning Map to reflect such change for the property hereinafter described below:

Zoning Case No. PZ-2018-15

Owner:	Ritchie Bros Properties Ltd 9500 Glenlyon Pkwy. British Columbia, Canada V5J0C6
Applicant:	Rogers-Ford, L.C. Pat Ford 2777 N. Stemmons Freeway, Suite #1375 Dallas, Texas 75207
Legal Description:	Block 1, Lot 1R, Ritchie Brothers Addition Lake Worth, Tarrant County, Texas
Property Address:	6050 Azle Avenue
Property Zoning:	PI-Planned Industrial
Permitted use:	The use and operation use of a Ritchie Brothers Auctioneers, including the following specific uses:  <div style="margin-left: 40px;"><ol style="list-style-type: none"><li>1) Administrative offices</li><li>2) Contractor plant or storage yard</li><li>3) Heavy equipment sales and auction yard</li><li>4) Heavy equipment blasting and painting operations</li><li>5) Heavy equipment washing facilities</li><li>6) Lumber yard</li><li>7) Pattern shop</li><li>8) Printing, lithography, book binding, newspaper publishing</li><li>9) Terminal – motor freight – such use requires approval of the Building Official, upon</li></ol></div>

recommendation by the City traffic engineer, and provided that such motor freight terminals shall meet the following requirements:

- a) A traffic flow plan approved by the City traffic engineer, based on an accurate plot plan drawn to scale. The applicant shall prepare and submit the plot plan to the City traffic engineer.
  - b) Loading, parking, and maneuvering space shall be entirely on private property.
  - c) The on-site operation of any such motor freight terminal shall be no less than two hundred feet (200') from the property zoned SF-1, MD, MH, C or PC.
- 10) Outdoor merchandise display for periodic auction functions
  - 11) Overflow customer parking for periodic auction functions
  - 12) Storage facilities
  - 13) Check-In/Guard facilities as accessory to primary industrial use;

as more particularly shown on the Amended Development Site Plan attached hereto as Exhibit "A" and Site Plan attached hereto as Exhibit "B". The use of the Property shall further be subject to the following requirements and limitations:

- 1) A variance for the parking space requirement has been granted as follows: a portion of the required parking for the auction facility is permitted to be located in the nearby customer parking lot, with use of a shuttle service provided by Ritchie Brothers;
- 2) A variance for the parking general design criteria and proper striping for the customer parking lot (1408 spaces), refurb parking area, and check-in parking area has been granted as follows: these areas are permitted to be gravel base, without concrete paving or curbing;
- 3) A variance to the required landscaping requirements has been granted as follows: the total site area required to be landscaped has been reduced from the required twenty (20) percent of the total lot area to fifteen (15)

- percent of the total lot area; and the forty (40) percent requirement in the front yard has been eliminated as the property is addressed off of Azle Avenue, but no portion of the property fronts Azle Avenue any longer;
- 4) A variance for the pole sign's electronic or message board area has been granted as follows: maximum area allowed for an electronic or message board on a sign is increased from twenty-four (24) square feet of the area of the sign face to an area of not more than one hundred (100) square feet of the area of the sign face;
  - 5) No building on the property may exceed three (3) stories or forty-five (45) feet in height, however a variance is granted to allow for heavy equipment to be auctioned to exceed the maximum height restriction during periodic auction sales, but for no longer than seven (7) days prior and seven (7) days after the advertised sale dates;

### **SECTION 3. COMPLIANCE WITH SITE PLAN AND ORDINANCES**

The use and development of the property shall be subject to all terms and conditions set forth in the Amended Development Site Plan attached hereto as Exhibit "A" and Site Plan attached hereto as Exhibit "B" in addition to all applicable regulations contained in the Comprehensive Zoning Ordinance and all other applicable and pertinent ordinances of the City of Lake Worth, Texas.

### **SECTION 4. OFFICIAL ZONING MAP AMENDED**

The City Secretary is hereby directed to amend the Official Zoning Map to reflect the changes in classification approved herein.

### **SECTION 5. CUMULATIVE CLAUSE**

This Ordinance shall be cumulative of all provisions of all other ordinances of the City of Lake Worth, Texas except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

## **SECTION 6. PENALTY CLAUSE**

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Two Thousand Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

## **SECTION 7. SEVERABILITY**

It is hereby declared to be the intention of the City Council of the City of Lake Worth that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such invalidity or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

## **SECTION 8. SAVINGS**

All rights or remedies of the City of Lake Worth, Texas are expressly saved as to any and all violations of the provisions of any ordinance affecting zoning or land use, which have accrued at the time of the effective date of this Ordinance; and as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such Ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the Courts.

## **SECTION 9. ENGROSSMENT AND ENROLLMENT**

The City Secretary of the City of Lake Worth is hereby directed to engross and enroll this Ordinance by copying the caption, publication clause and effective date clause in the minutes of the City Council and by filing the Ordinance in the Ordinance Records of the City.

## **SECTION 10. PUBLICATION**

The City Secretary of the City of Lake Worth is hereby directed to publish in the official newspaper of the City of Lake Worth, the caption, the penalty clause, publication clause, and effective date clause of this ordinance two (2) days as authorized by Section 52.013 of the Local Government Code.



**SECTION 11.  
EFFECTIVE DATE**

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

**PASSED AND APPROVED** on the 11th day of September 2018.

**CITY OF LAKE WORTH**

By: \_\_\_\_\_  
Walter Bowen, Mayor

**ATTEST:**

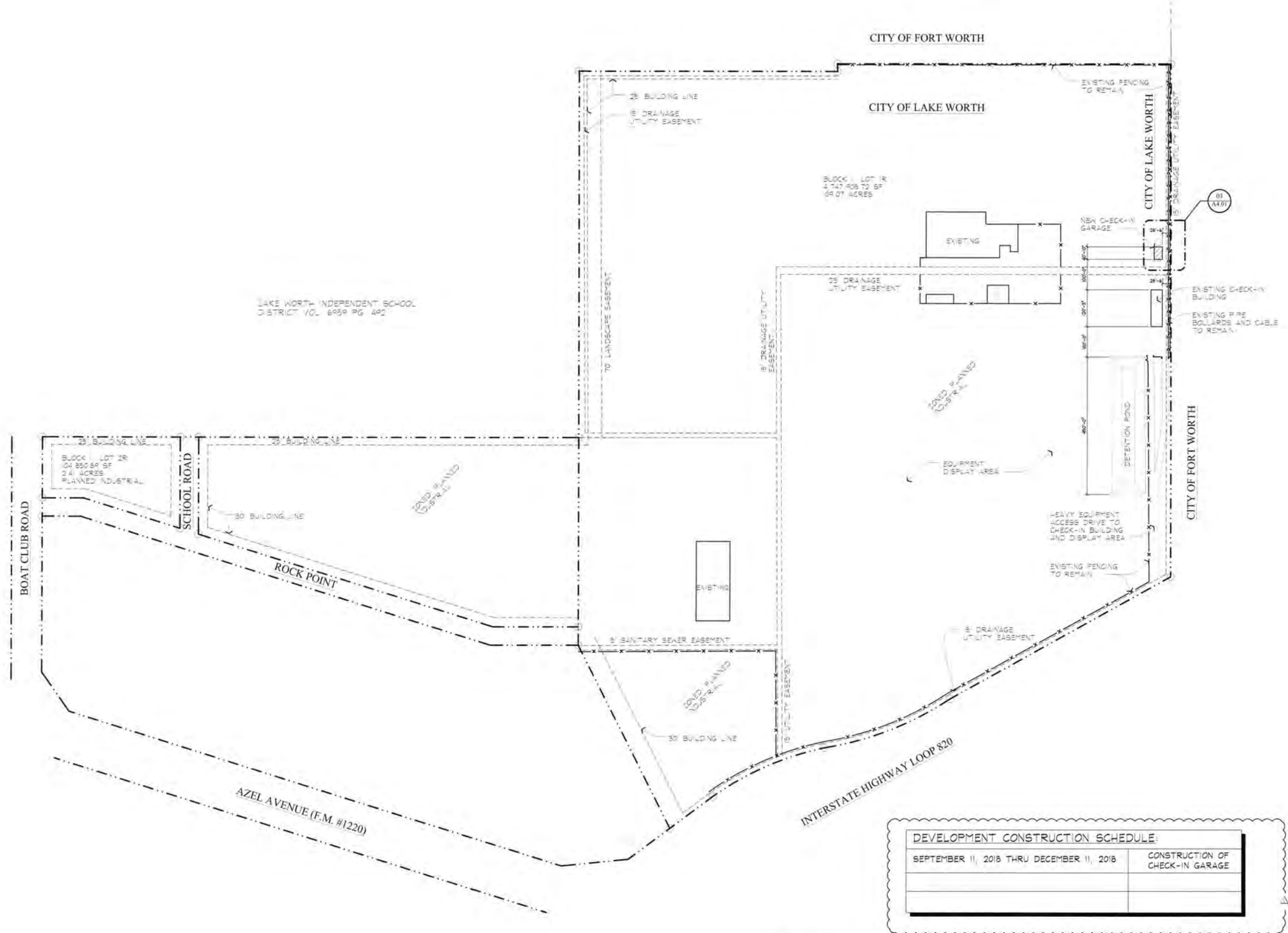
\_\_\_\_\_  
Monica Solko, City Secretary

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Drew Larkin, City Attorney

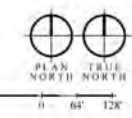






DEVELOPMENT CONSTRUCTION SCHEDULE:	
SEPTEMBER 11, 2018 THRU DECEMBER 11, 2018	CONSTRUCTION OF CHECK-IN GARAGE

01 SITE PLAN  
A2.01 SCALE: 1/128" = 1'-0"



RF

ROCKIES FORD LLC  
 ARCHITECT (AIA) AND  
 INTERIOR DESIGNER  
 8001  
 17701 STEPHAN LANE  
 DALLAS, TEXAS 75244  
 TEL: 214-410-1000 FAX: 214-410-1001

RICKI BROCK  
 4000 AZEL AVENUE  
 LAKE WORTH, TX 76131  
 PROJECT # 3514

SHEET  
 200-01  
 OF 200-01  
 PROJECT # 3514

A2.01

SITE PLAN

P:\0000\_AE\_PROJECTS\3514\_RockiesFord\Drawings\3514\_A2.01\_SitePlan.dwg, 11/12/2018 10:16:53 AM, DWG TO PDF, AC3



BUILDING DEVELOPMENT SERVICES  
PLANNING & ZONING DIVISION  
3805 ADAM GRUBB, LAKE WORTH, TEXAS 76135  
817-255-7922 OR [SMEASON@LAKEWORTH.TX.ORG](mailto:SMEASON@LAKEWORTH.TX.ORG)

FOR OFFICE USE ONLY  
Case No. 2018-15  
Date Submitted: 6-14-18

## APPLICATION FOR DEVELOPMENT APPROVAL

(CHECK ALL THAT APPLY)

☐ ZONING CHANGE ☐ LAND USE ☐ SITE PLAN ☒ SITE PLAN AMENDMENT

PROPERTY ADDRESS 6050 AZLE AVENUE  
CURRENT LEGAL DESCRIPTION BLOCK 1, LOT 1 & 2; RITCHIE BROTHERS ADDITION  
CURRENT ZONING CLASSIFICATION & LAND USE PLANNED INDUSTRIAL  
PROPOSED ZONING CLASSIFICATION & LAND USE PLANNED INDUSTRIAL  
TOTAL ACRES 109.07 # OF LOTS 2

### APPLICANT/DEVELOPER INFORMATION

NAME PAT FORD; ROGERS - FORD, L.C.  
ADDRESS 2777 N. STEMMONS FREEWAY, #1375 CITY DALLAS  
STATE TEXAS ZIP 75207 EMAIL PATRICK@ROGERS-FORD.COM  
PHONE 214 871 9388 FAX 214 871-3155

### PROPERTY OWNER INFORMATION

NAME RITCHIE BROTHERS; TIM KANDER  
ADDRESS 9500 GLENLYON PARKWAY CITY BURNABY  
CANADA → STATE British Columbia ZIP V5L 0C6 EMAIL TKANDER@RBAUCTION.COM  
PHONE 863 547 3225 FAX \_\_\_\_\_

### SURVEYOR/ARCHITECT/ENGINEER INFORMATION

NAME PAT FORD; SEE ABOVE  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_  
STATE \_\_\_\_\_ ZIP \_\_\_\_\_ EMAIL \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_

I hereby certify that I am the owner of the property described above and further certify that the information provided on this development application is true and correct. I further understand that the public hearing for this project will not be scheduled until the application fee(s) have been paid and the plans have been reviewed and accepted by City staff. IF APPLICATION IS SIGNED BY SOMEONE OTHER THAN THE OWNER, THEN AN OWNER AUTHORIZATION FORM MUST BE COMPLETED AND TURNED IN WITH APPLICATION.

  
SIGNATURE OF OWNER, AGENT, OR APPLICANT

2018.06.01  
DATE



## GENERAL INFORMATION

Civil construction plan submittals shall meet the following general sheet requirements and order:

1. Cover Sheet with Vicinity Map (Project Name, Address, Legal Description, Type of Plan(s), and Current Date shall be shown on cover)
2. Final Plat
3. Site Layout
4. Dimensional Control Plan
5. Paving Plan and Profile
6. Grading Plan
7. Drainage Area Map
8. Storm Sewer Layout
9. Storm Sewer Plan and Profile
10. Water Layout
11. Water Plan and Profile
12. Sanitary Sewer Layout
13. Sanitary Sewer Plan and Profile
14. Storm Water Pollution Prevention Plan (Erosion Control Plan)
15. Traffic Control Plan
16. Standard Construction Details

Construction plans must be 100% complete at the time of submittal. Any incomplete sets of construction plans shall be returned unreviewed.

## SUBMITTAL CHECKLIST

The following items must be turned in for the subdivision plat application to be accepted and processed by this department:

- ☒ DEVELOPMENT APPLICATION
- ☒ OWNER AUTHORIZATION FORM (IF APPLICABLE) \$
- ☒ APPLICATION FEE (VERIFY WITH P&Z ADMINISTRATOR) 275.00
- ☒ FOUR (4) HARD COPIES OF DEVELOPMENT PLAN, CIVIL CONSTRUCTION PLANS OR SITE PLAN AMENDMENT PLAN (WHICHEVER IS APPLICABLE) (ACCEPTED SIZE 24" x 36")
- ☒ ELECTRONIC VERSION (.pdf) OF THE PLANS EMAILED TO [SMEASON@LAKEWORTH.TX.ORG](mailto:SMEASON@LAKEWORTH.TX.ORG) → THUMB DRIVE ALSO ATTACHED

### OFFICE USE ONLY

Fee: 275.00  
Date Paid: 6-14-18  
Receipt #: P18-0504  
Ownership Verified:  
☒ YES ☐ NO  
Taxes Paid:  
☒ YES ☐ NO  
Liens Paid:  
☒ YES ☐ NO

Public Hearing Newspaper Notice Deadline Date: 8-4-18  
Public Hearing 200' Notification Deadline Date: 8-11-18  
P&Z Commission Meeting Date: 8-21-18  
City Council Meeting Date: 9-11-18  
Approval Date: \_\_\_\_\_  
Ordinance Number: \_\_\_\_\_  
Instrument #: \_\_\_\_\_



## City of Lake Worth

# AUTHORIZATION FORM

THE FOLLOWING IS TO BE COMPLETED ONLY IF A PERSON OTHER THAN THE OWNER IS MAKING THIS APPLICATION.

Dated: 2018.06.01

Re: SITE PLAN AMENDMENT

I, TIMOTHY KANDER, owner of the Property located at 6050 AZLE AVENUE do hereby certify that I have given my permission to PAT FORD, to make this (check one):

- ☐ Variance
- ☐ Waiver
- ☐ Plat (Development, Replat, Preliminary, Final)
- ☐ Zoning District Change
- ☐ Land Use Designation
- ☐ Comprehensive Land Use Plan Amendment
- ☒ Site Plan Application/Amendment

Application for RITCHIE. BROTHENS  
(applicant)

Print Name

TIMOTHY KANDER  
4000 PINE LAKE RD  
LINCOLN NE. 68512

Address

Signature of Owner

404-310-3824

Phone No.

16-5-2018

Date

State of Nebraska §  
County of Lincoln §

Before me, Michelle Sackett, a Notary Public in and for said County and State, on this day personally appeared Timothy Kander known to me to be the person whose name is subscribed to the foregoing certificate, and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

(Seal)



Michelle L. Sackett  
Notary

**CITY OF LAKE WORTH  
NOTICE OF PUBLIC HEARING  
PLANNING AND ZONING COMMISSION  
AND CITY COUNCIL**

**SITE PLAN AMENDMENT  
PLANNING & ZONING CASE #PZ-2018-15**

The Planning and Zoning Commission of the City of Lake Worth, Texas, will conduct the first of two public hearings at **6:30 p.m. on Tuesday, August 21, 2018**, at the Lake Worth City Council Chambers, 3805 Adam Grubb, Lake Worth, Texas 76135 to hear public comment and consider recommendations to the City Council regarding an Ordinance, amending Ordinance No. 926, so as to consider a site plan amendment of an approximate 109.07-acre parcel of land, legally known as Block 1, Lot 1R, Ritchie Brothers Addition, Lake Worth, Tarrant County, Texas, being that all of the certain called 109.07-acre parcel of land recorded in the deed records of Tarrant County, Texas. The property to be considered is generally described as a 109.07-acre parcel of land located 6050 Azle Avenue, Lake Worth, Texas. The City Council will conduct a second Public Hearing at **6:30 p.m. on Tuesday, September 11, 2018**, at the Lake Worth City Council Chambers, 3805 Adam Grubb, Lake Worth, Texas 76135 to hear public comment and consider the proposed site plan amendment for the above listed property. All interested parties are encouraged to attend.

Lake Worth 13R1 LLC  
PO Box 93898  
Southlake, Texas 76092-0118

6034 Azle Avenue LLC  
801 Grand Avenue  
Des Moines, IA 50392-0001

6034 Azle Avenue LLC  
PO Box 2148  
Milwaukee, WI 53201-2148

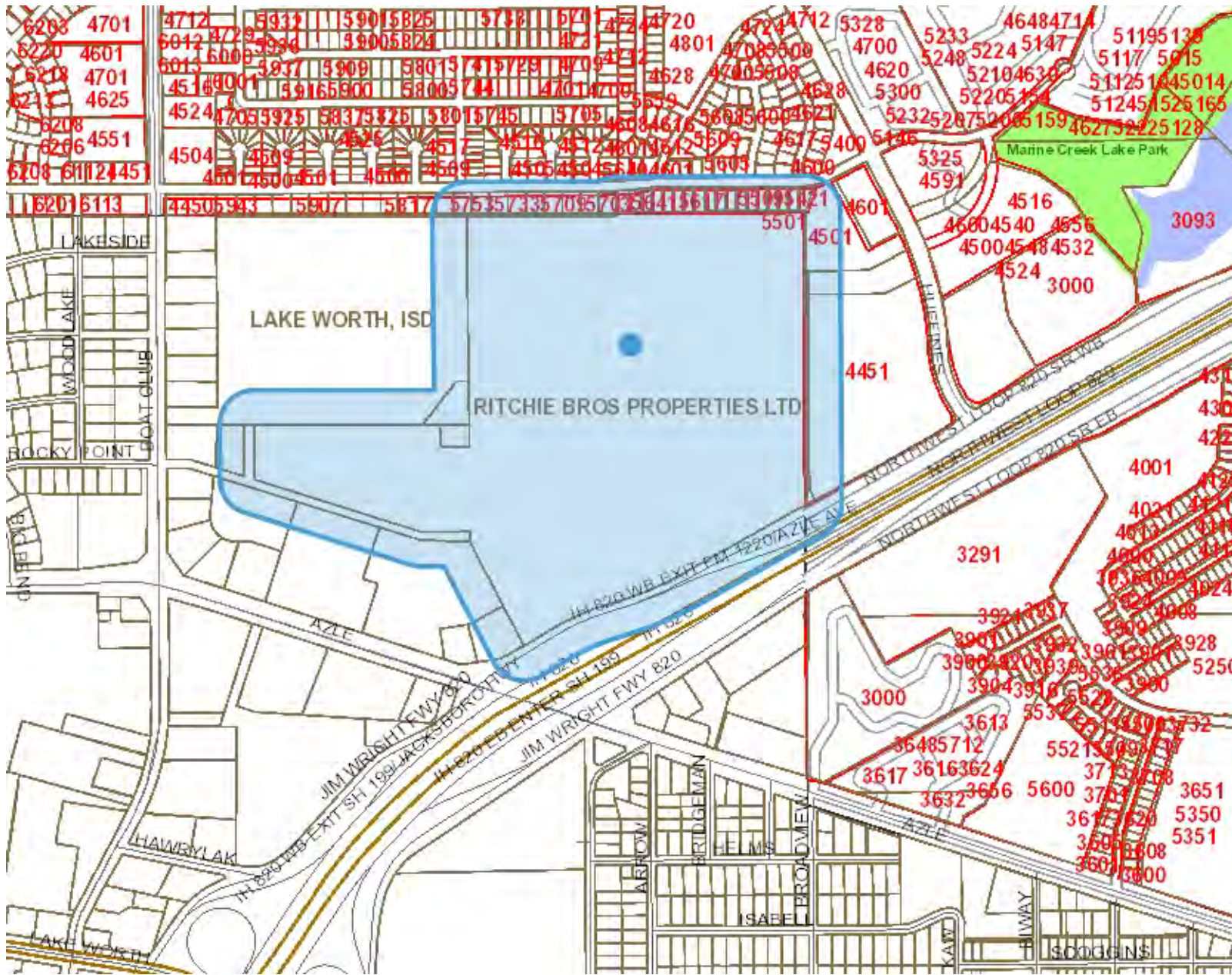
**Katie's Express Car Wash LLC**  
1924 Jacksboro Highway  
Fort Worth, Texas 76114-2315

Lake Worth ISD  
Attn: Superintendent  
6805 Telephone Road  
Lake Worth, Texas 76135

City of Lake Worth  
3805 Adam Grubb  
Lake Worth, Texas 76135

Ritchie Bros Properties Ltd  
9500 Glenlyon Pkwy  
V5JOC6





## Legend

- Parcels
- Lots
- Arterials
- Freeways
- Streets
- Tarrant County Streets
- Parks
- Lakes
- City Limit
- Extraterritorial Jurisdiction (ETJ)



8/9/18 10:34 AM

0.3 0 0.16 0.3 Miles

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NCTCOG ORTHOPHOTOGRAPHY

1: 10,236



**Lake Worth City Council Meeting – September 11, 2018**

**Agenda Item No. C.4**

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**From:** Suzanne Meason, Planning & Zoning Administrator

**Item:** Public Hearing to consider Ordinance No. 1123, Planning & Zoning Case No. PZ-2018-16, an Ordinance, amending Ordinance No. 1037, so as to consider a site plan amendment of an approximate 0.642-acre parcel of land, legally known as Block 1, Lot 4R, Broadview West Addition and generally described as 6018 Graham Street, Lake Worth, Texas.

**Property Description:**

0.642-acre parcel(s) of land, located at 6018 Graham Street

**Property Owner(s):**

Brenda Ornelas, 6316 Circle Trail, Lake Worth, Texas 76135

**Applicant:**

Brenda Ornelas, 6316 Circle Trail, Lake Worth, Texas 76135

**Engineer/Architect/Surveyor:**

CHS Architects, Inc., 2500 N.E. Green Oaks Blvd., Suite #200, Arlington, Texas 76006

**Current Zoning:**

“PC” – Planned Commercial

**Current Use(s):**

Private School Facility

**Existing Road(s):**

Graham Street

**Surrounding Zoning:**

North: The property to the north is currently zoned SF-1 Single Family Residential.

South: The property to the south is currently zoned SF-1 Single Family Residential.

East: The property to the east is currently zoned SF-1 Single Family Residential.

West: The property to the west is currently zoned SF-1 Single Family Residential.

**Summary:**

Ms. Brenda Ornelas owns the above-mentioned property where she currently operates Heather’s Old Skool Village (a life skills school for students with special needs). The property was recently replatted into one large lot. The property has existing structures and the site plan amendment

**Agenda Item No. C.4**

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is to add a 2,925 square foot building to the property to better accommodate the facilities needs. Staff has reviewed the site plan for compliance and finds it to meet the City's requirements.

The Planning & Zoning Commission heard the case on August 21, 2018 and recommended approval by a vote of 6-0.

**Public Input:**

On Thursday, August 9, 2018 as required by State law, the City mailed out twenty-three (23) letters of Notification for a Public Hearing to all property owners within two hundred (200') feet of the subject site. Notice was also published in the City's paper of record, the Fort Worth Star Telegram on Friday, August 3, 2018. We have received the following in favor/opposition to the request:

1. FOR – no comment forms received.
2. AGAINST – no comment forms received.

**Fiscal Impact:**

N/A

**Attachments:**

1. Ordinance
2. Site Plan
3. Development Application/Owner Authorization Form
4. Public Hearing Notice
5. Public Hearing Notifications (within 200' of subject property)
6. Vicinity Map

**Recommended Motion or Action:**

Staff's recommends approval of Agenda Item C.4 as presented.

## **ORDINANCE NO. 1123**

**AN ORDINANCE AMENDING ORDINANCE NO. 1037, SO AS TO CONSIDER A SITE PLAN AMENDMENT, ATTACHED HERETO AS “EXHIBIT A” OF AN APPROXIMATELY 0.642-ACRE PARCEL OF LAND, LEGALLY KNOWN AS BLOCK 1, LOT 4R, BROADVIEW WEST ADDITION, AND GENERALLY DESCRIBED AS 6018 GRAHAM STREET, LAKE WORTH, TARRANT COUNTY, TEXAS; AMENDING THE OFFICIAL ZONING MAP; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A PENALTY CLAUSE; PROVIDING FOR SAVINGS; PROVIDING FOR SEVERABILITY; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND NAMING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Lake Worth is a Home Rule City acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, pursuant to Chapter 211 of the Local Government Code, the City has adopted a comprehensive zoning ordinance and map regulating the location and use of buildings, other structures and land for business, industrial, residential or other purposes, and providing for a method to amend said ordinance and map for promoting the public health, safety, morals and general welfare; and

**WHEREAS**, the owner of a 0.642-acre parcel of land located in Lake Worth, Texas, has initiated an application on the hereinafter described property to request a site plan amendment; and

**WHEREAS**, a public hearing was duly held by the Planning and Zoning Commission of the City of Lake Worth on August 21, 2018, and by the City Council of the City of Lake Worth September 11, 2018, with respect to the zoning described herein; and

**WHEREAS**, all requirements of law dealing with notice to other property owners, publication and all procedural requirements have been complied with in accordance with Chapter 211 of the Local Government Code; and

**WHEREAS**, the City Council of the City of Lake Worth, Texas, does hereby deem it advisable and in the public interest to amend Ordinance No. 1037, and to amend the Official Zoning Map of the City, as described herein.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAKE WORTH, TEXAS:**

**SECTION 1.  
INCORPORATION OF PREMISES**

The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

**SECTION 2.  
ORDINANCE 1037 AMENDED**

Ordinance No. 1037 is hereby amended by approving a site plan amendment and by amending the Official Zoning Map to reflect such change for the property hereinafter described below:

Zoning Case No. PZ-2018-16

Owner: Brenda Ornelas  
6316 Circle Trail  
Lake Worth, Texas 76135

Applicant: Brenda Ornelas  
Heather's Old Skool Village  
6018 Graham Street  
Lake Worth, Texas 76135

Legal Description: Block 1, Lot 4R, Broadview West Addition  
Lake Worth, Tarrant County, Texas

Property Address: 6018 Graham Street

Property Zoning: PC-Planned Commercial

Permitted use: The use and operation use of a Private School Facility

**SECTION 3.  
COMPLIANCE WITH SITE PLAN AND ORDINANCES**

The use and development of the property shall be subject to all terms and conditions set forth in the Site Plan attached hereto as Exhibit "A" in addition to all applicable regulations contained in the Comprehensive Zoning Ordinance and all other applicable and pertinent ordinances of the City of Lake Worth, Texas.

**SECTION 4.  
OFFICIAL ZONING MAP AMENDED**

The City Secretary is hereby directed to amend the Official Zoning Map to reflect the changes in classification approved herein.

**SECTION 5.  
CUMULATIVE CLAUSE**

This Ordinance shall be cumulative of all provisions of all other ordinances of the City of Lake Worth, Texas except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

**SECTION 6.  
PENALTY CLAUSE**

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Two Thousand Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

**SECTION 7.  
SEVERABILITY**

It is hereby declared to be the intention of the City Council of the City of Lake Worth that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such invalidity or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**SECTION 8.  
SAVINGS**

All rights or remedies of the City of Lake Worth, Texas are expressly saved as to any and all violations of the provisions of any ordinance affecting zoning or land use, which have accrued at the time of the effective date of this Ordinance; and as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such Ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the Courts.

**SECTION 9.  
ENGROSSMENT AND ENROLLMENT**

The City Secretary of the City of Lake Worth is hereby directed to engross and enroll this Ordinance by copying the caption, publication clause and effective date clause in the minutes of the City Council and by filing the Ordinance in the Ordinance Records of the City.

**SECTION 10.  
PUBLICATION**

The City Secretary of the City of Lake Worth is hereby directed to publish in the official newspaper of the City of Lake Worth, the caption, the penalty clause, publication clause, and effective date clause of this ordinance two (2) days as authorized by Section 52.013 of the Local Government Code.

**SECTION 11.  
EFFECTIVE DATE**

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

**PASSED AND APPROVED** on the 11th day of September 2018.

**CITY OF LAKE WORTH**

By: \_\_\_\_\_  
Walter Bowen, Mayor

**ATTEST:**

\_\_\_\_\_  
Monica Solko, City Secretary

**APPROVED AS TO FORM AND LEGALITY:**

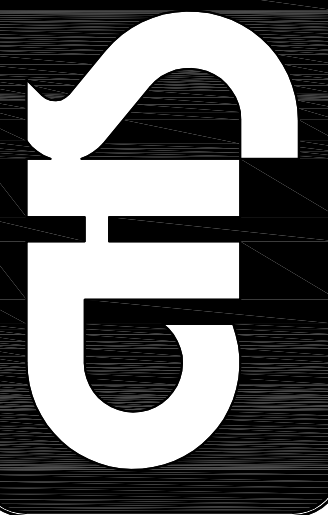
\_\_\_\_\_  
Drew Larkin, City Attorney





**CHS ARCHITECTS, INC.**  
ARCHITECTURE / INTERIOR DESIGN  
MASTER PLANNING / FEASIBILITY STUDIES

2500 N.E. GREEN OAKS BLVD. - SUITE 200  
ARLINGTON, TEXAS 76006  
(817) 649-0885 / METRO 640-3199



**HEATHER'S OLD  
SKOOL VILLAGE**

PROJECT LOCATION:  
6018 GRAHAM STREET  
LAKE WORTH, TX

REVISIONS:  
1 REVISED PER  
CITY COMMENTS  
7-25-18

DRAWN BY: TH

SHEET NUMBER

**A1.01**

**NOTES:**

1. ACCORDING TO THE FLOOD INSURANCE RATE MAP FOR TARRANT COUNTY, TEXAS AND INCORPORATED AREAS, COMMUNITY PANEL NUMBER 48439C 0170 K, DATED SEPTEMBER 25, 2009, THESE LOTS ARE IN ZONE X, WHICH IS NOT IN THE 1% ANNUAL CHANCE FLOOD.
2. NO PARKING LOT LIGHTING ON SITE.
3. NO FREESTANDING SIGNAGE ON SITE.
4. TRASH SERVICE WILL BE CURBSIDE PICK UP.
5. ALL STRUCTURES, BUILDINGS, FENCES, PAVING, ETC. ARE EXISTING UNLESS NOTED OTHERWISE.
6. DEVELOPMENT SCHEDULE. START DATE: SEPT. 24, 2018; COMPLETION DATE: SEPT. 30, 2019
7. LANDSCAPE PLAN NOT REQUIRED SINCE SITE IS EXISTING.

**SITE DATA:**

LOT AREA.....27,995 SF (0.64 ACRES)

ZONED.....PC-PLANNED COMMERCIAL

LAND USE.....PRIVATE SCHOOL

EXISTING BUILDING:  
SQUARE FOOTAGE.....1,419 SF  
STORIES.....ONE STORY  
HEIGHT.....18'-6" FT (HIGHEST ROOF RIDGE)

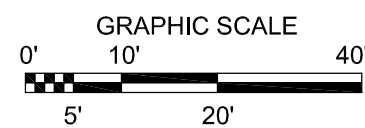
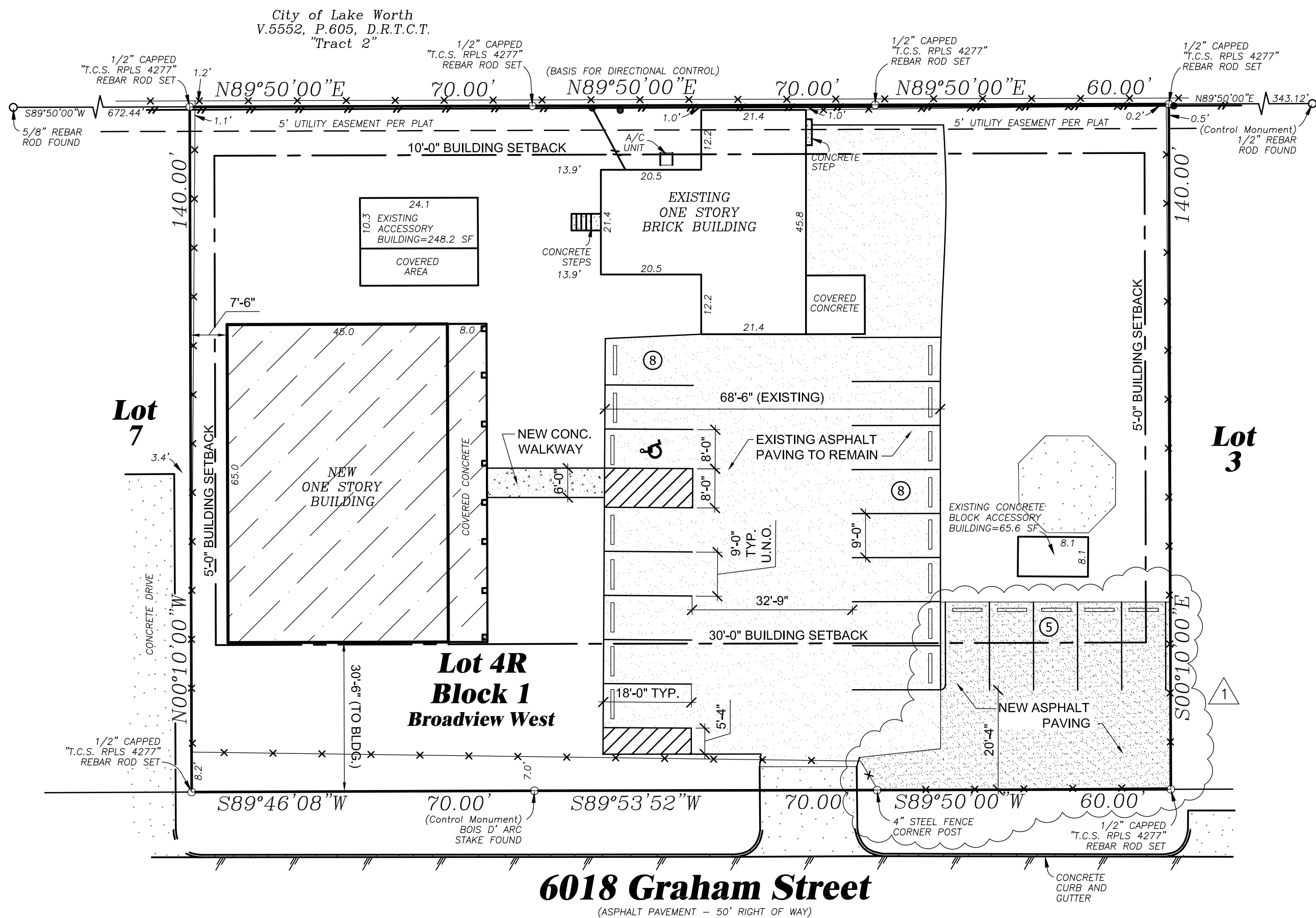
NEW BUILDING:  
SQUARE FOOTAGE.....2,925 SF  
STORIES.....ONE STORY  
HEIGHT.....27'-10" FT (HIGHEST ROOF RIDGE, REF. ELEV)

TOTAL BLDG AREA (1,419 SF + 2,925 SF).....4,344 SF

PARKING CALCULATIONS:  
REQUIRED PARKING:  
(5 PER 1000 S.F.).....21 SPACES

PROVIDED PARKING:  
(21 STANDARD + 1 VAN ACCESSIBLE).....21 SPACES

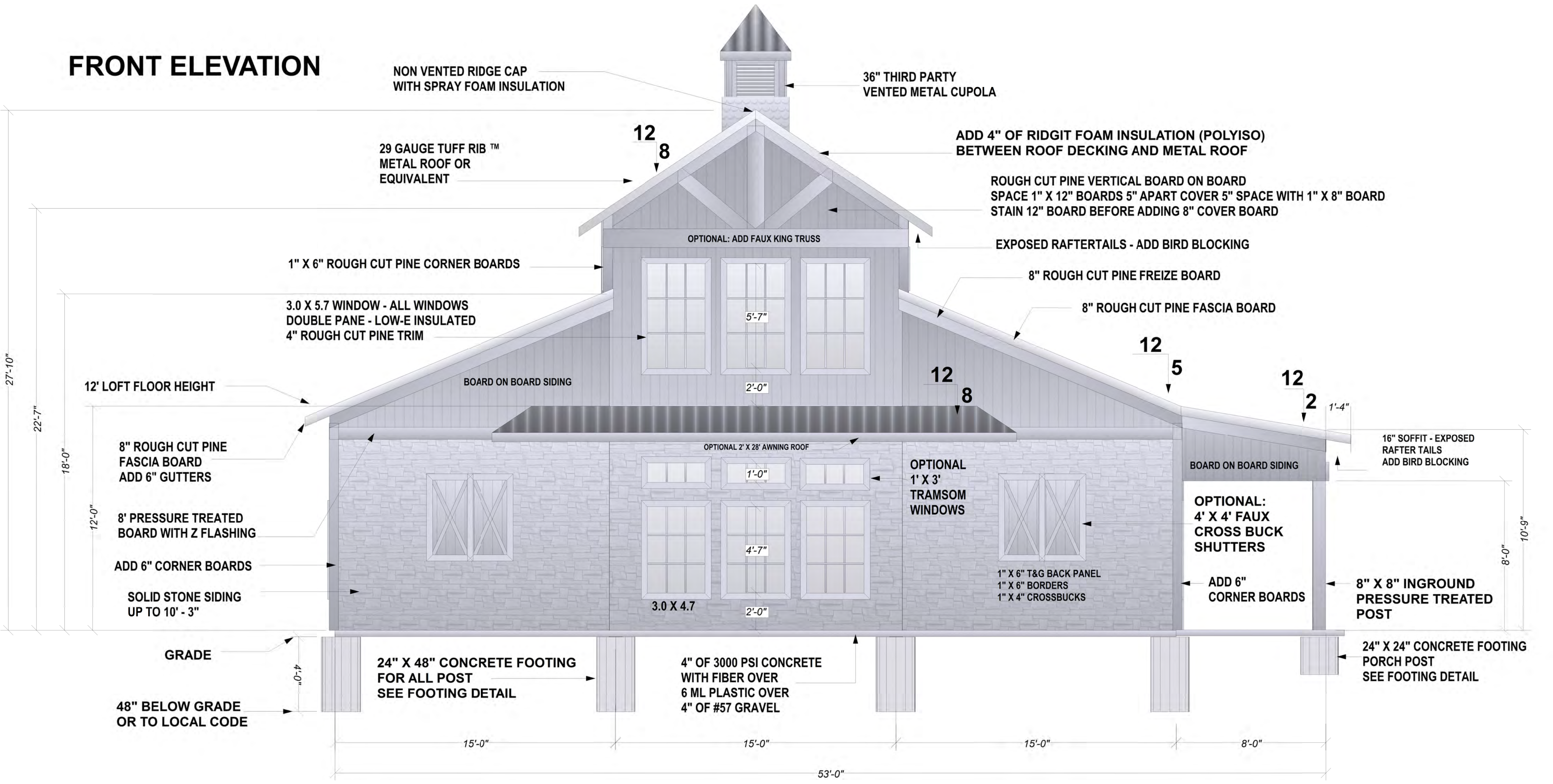
OWNER: BRENDA L. ORNELAS bomelas@charter.net  
6316 CIRCLE TRAIL, LAKE WORTH, TX 76135  
817-236-8275 / 817-994-3097



NORTH  
1 SITE PLAN  
1" = 20'-0"

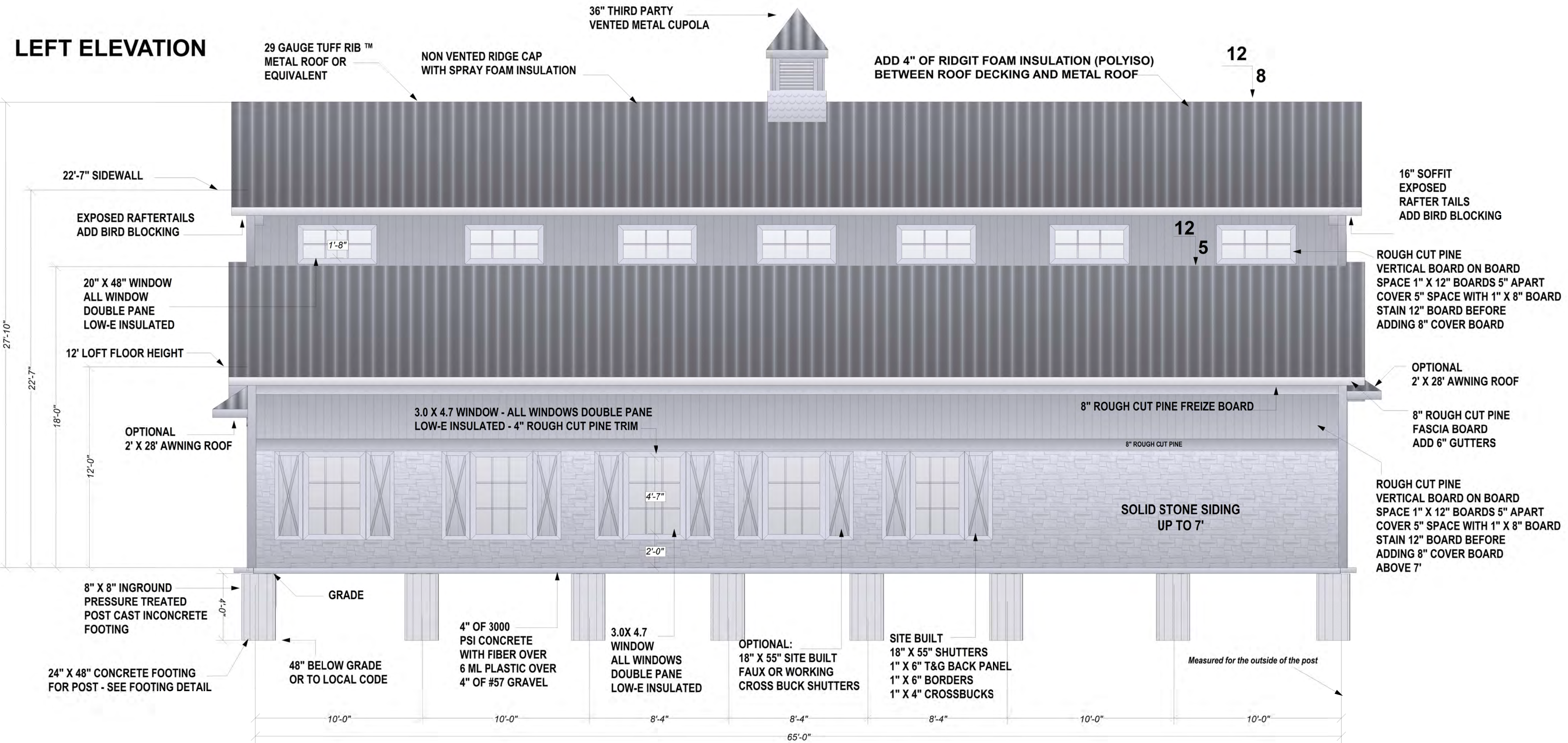


FRONT ELEVATION



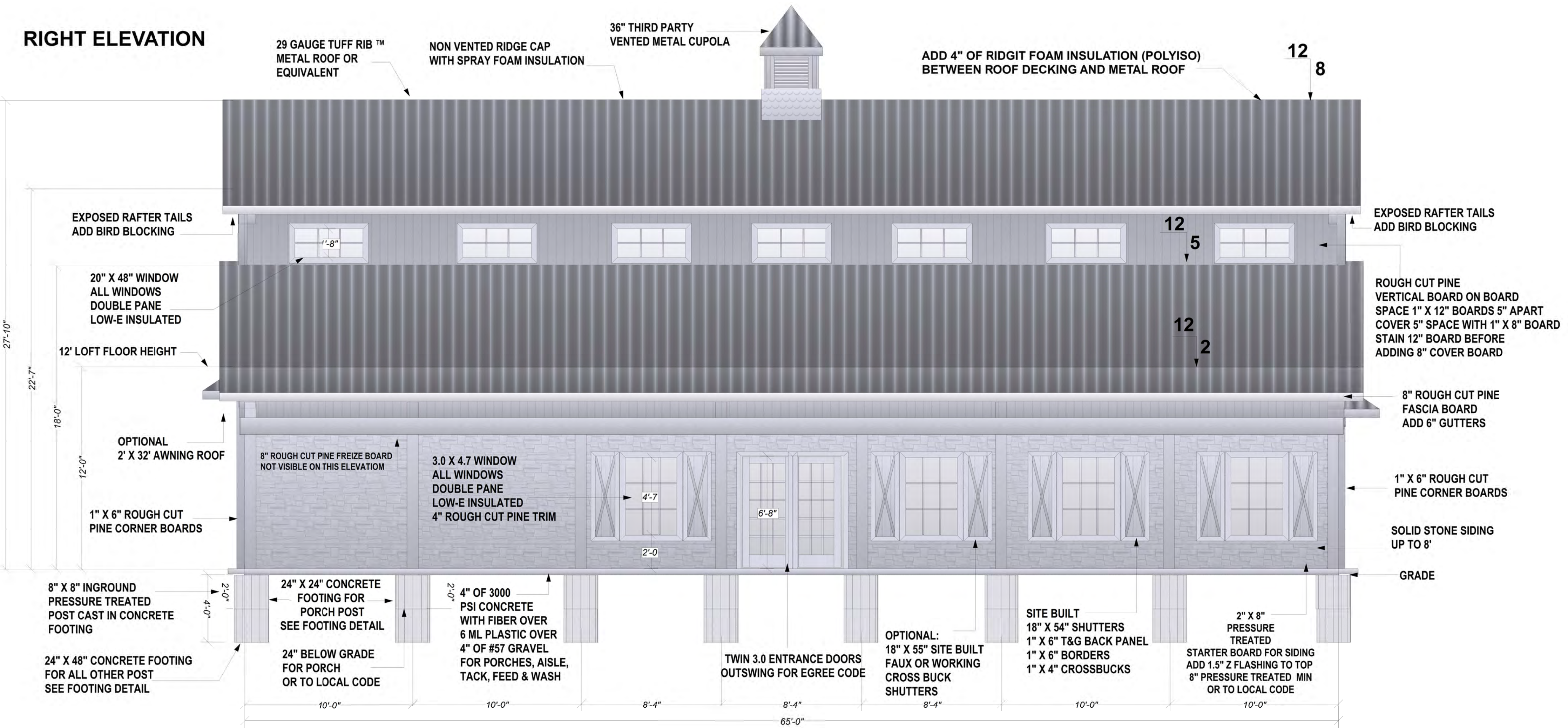


LEFT ELEVATION



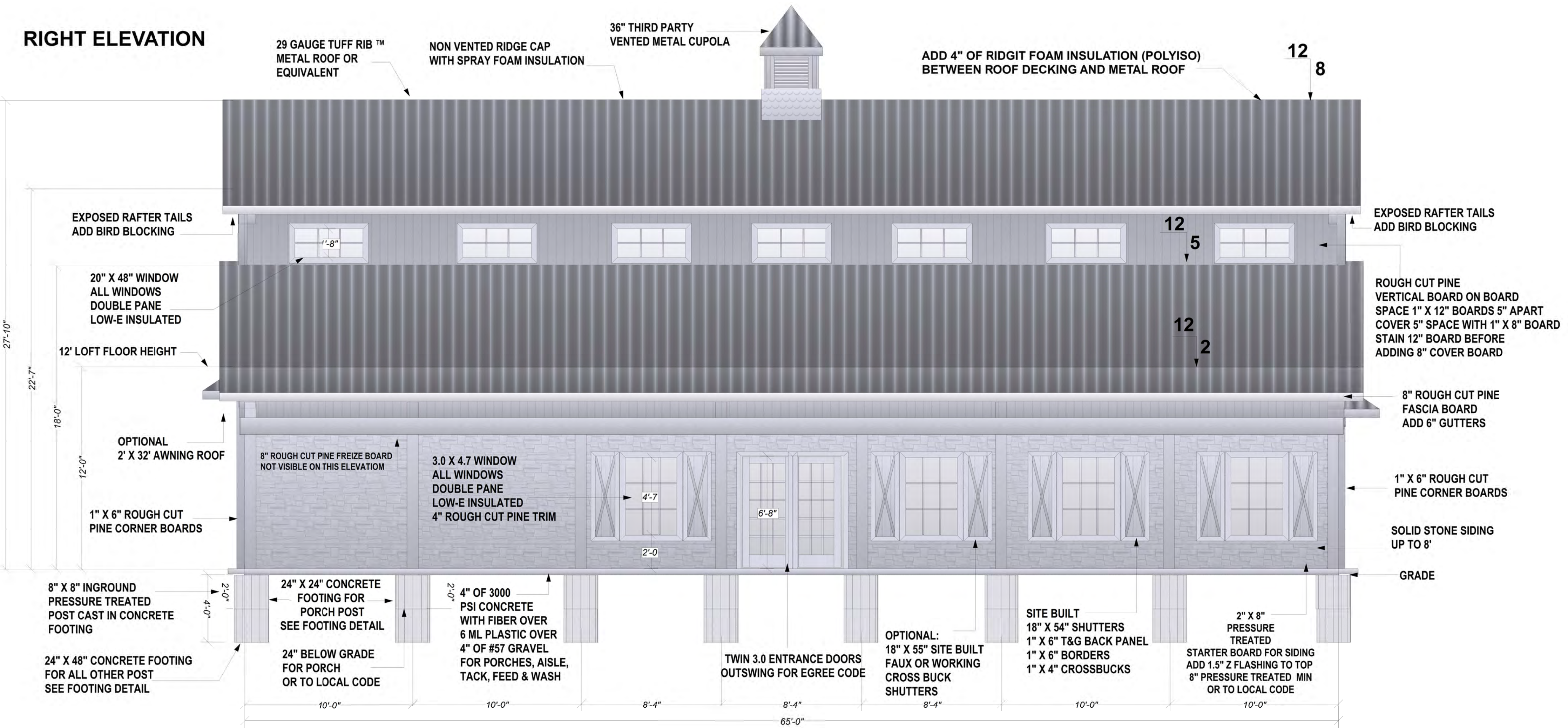


RIGHT ELEVATION





RIGHT ELEVATION







BUILDING DEVELOPMENT SERVICES  
PLANNING & ZONING DIVISION  
3805 ADAM GRUBB, LAKE WORTH, TEXAS 76135  
817-255-7922 OR [SMEASON@LAKEWORTHTX.ORG](mailto:SMEASON@LAKEWORTHTX.ORG)

FOR OFFICE USE ONLY  
Case No: PZ-2018-16  
Date Submitted: 4-2-18

## APPLICATION FOR DEVELOPMENT APPROVAL

(CHECK ALL THAT APPLY)

☐ ZONING CHANGE ☐ LAND USE ☐ SITE PLAN ☒ SITE PLAN AMENDMENT

PROPERTY ADDRESS 6018 Graham ST. Lake Worth, Tx 76135

CURRENT LEGAL DESCRIPTION Broadview West Block 1 Lot 4 thru 6

CURRENT ZONING CLASSIFICATION & LAND USE PC planned commercial

PROPOSED ZONING CLASSIFICATION & LAND USE \_\_\_\_\_

TOTAL ACRES .6758 # OF LOTS 1

### APPLICANT/DEVELOPER INFORMATION

NAME Brenda Ornelas

ADDRESS 6018 Graham St. CITY Lake Worth

STATE TX ZIP 76135 EMAIL blornelas@charter.net

PHONE 817-236-8275 FAX 817-236-8275

### PROPERTY OWNER INFORMATION

NAME Brenda Ornelas

ADDRESS 6018 Graham St. CITY Lake Worth

STATE TX ZIP 76135 EMAIL blornelas@charter.net

PHONE 817-236-8275 FAX 817-236-8275

### SURVEYOR/ARCHITECT/ENGINEER INFORMATION

NAME Tri-Counties Survey

ADDRESS 116 Locust St. CITY Azle

STATE TX ZIP 76020 EMAIL ericw@tricounties.prg

PHONE 817-444-2355 FAX 817-444-4387

I hereby certify that I am the owner of the property described above and further certify that the information provided on this development application is true and correct. I further understand that the public hearing for this project will not be scheduled until the application fee(s) have been paid and the plans have been reviewed and accepted by City staff. IF APPLICATION IS SIGNED BY SOMEONE OTHER THAN THE OWNER, THEN AN OWNER AUTHORIZATION FORM MUST BE COMPLETED AND TURNED IN WITH APPLICATION.

Brenda Ornelas  
SIGNATURE OF OWNER, AGENT, OR APPLICANT

4-2-18  
DATE

## GENERAL INFORMATION

Civil construction plan submittals shall meet the following general sheet requirements and order:

1. Cover Sheet with Vicinity Map (Project Name, Address, Legal Description, Type of Plan(s), and Current Date shall be shown on cover)
2. Final Plat
3. Site Layout
4. Dimensional Control Plan
5. Paving Plan and Profile
6. Grading Plan
7. Drainage Area Map
8. Storm Sewer Layout
9. Storm Sewer Plan and Profile
10. Water Layout
11. Water Plan and Profile
12. Sanitary Sewer Layout
13. Sanitary Sewer Plan and Profile
14. Storm Water Pollution Prevention Plan (Erosion Control Plan)
15. Traffic Control Plan
16. Standard Construction Details

Construction plans must be 100% complete at the time of submittal. Any incomplete sets of construction plans shall be returned unreviewed.

## SUBMITTAL CHECKLIST

The following items must be turned in for the subdivision plat application to be accepted and processed by this department:

- ☒ DEVELOPMENT APPLICATION
- ☐ OWNER AUTHORIZATION FORM (IF APPLICABLE)
- ☒ APPLICATION FEE (VERIFY WITH P&Z ADMINISTRATOR)
- ☒ FOUR (4) HARD COPIES OF DEVELOPMENT PLAN, CIVIL CONSTRUCTION PLANS OR SITE PLAN AMENDMENT PLAN (WHICHEVER IS APPLICABLE) (**ACCEPTED SIZE 24" x 36"**)
- ☒ ELECTRONIC VERSION (.pdf) OF THE PLANS EMAILED TO [SMEASON@LAKEWORTHTX.ORG](mailto:SMEASON@LAKEWORTHTX.ORG)

### OFFICE USE ONLY

Fee: 275.00

Date Paid: 4-2-18

Receipt #: 018-0261

Ownership Verified:

☒ YES ☐ NO

Taxes Paid:

☒ YES ☐ NO

Liens Paid:

☒ YES ☐ NO

Public Hearing Newspaper Notice Deadline Date: 8-4-18

Public Hearing 200' Notification Deadline Date: 8-11-18

P&Z Commission Meeting Date: 8-21-18

City Council Meeting Date: 9-11-18

Approval Date: \_\_\_\_\_

Ordinance Number: \_\_\_\_\_

Instrument #: \_\_\_\_\_

**CITY OF LAKE WORTH  
NOTICE OF PUBLIC HEARING  
PLANNING AND ZONING COMMISSION  
AND CITY COUNCIL**

**SITE PLAN AMENDMENT  
PLANNING & ZONING CASE #PZ-2018-16**

The Planning and Zoning Commission of the City of Lake Worth, Texas, will conduct the first of two public hearings at **6:30 p.m. on Tuesday, August 21, 2018**, at the Lake Worth City Council Chambers, 3805 Adam Grubb, Lake Worth, Texas 76135 to hear public comment and consider recommendations to the City Council regarding an Ordinance, amending Ordinance No. 1037, so as to consider a site plan amendment of an approximate 0.642-acre parcel of land, legally known as Block 1, Lot 4R, Broadview West Addition, Lake Worth, Tarrant County, Texas, being that all of the certain called 0.642-acre parcel of land recorded in the deed records of Tarrant County, Texas. The property to be considered is generally described as a 0.642-acre parcel of land located 6018 Graham Street, Lake Worth, Texas. The City Council will conduct a second Public Hearing at **6:30 p.m. on Tuesday, September 11, 2018**, at the Lake Worth City Council Chambers, 3805 Adam Grubb, Lake Worth, Texas 76135 to hear public comment and consider the proposed site plan amendment for the above listed property. All interested parties are encouraged to attend.

Brenda L. Ornelas  
6316 Circle Trail  
Lake Worth, Texas 76135

Henry W. & Karol L. Swanson  
PO Box 210422  
Bedford, Texas 76095-7422

Jerry D. Tallant, Jr.  
6024 Yearly Street  
Lake Worth, Texas 76135

Jaquez Jose Guadalupe Silva  
Maria Cruz Elena Ochoa Vega  
6004 Graham Street  
Lake Worth, Texas 76135

Welcome Home Holdings  
3600 Roberts Cut Off Road  
Fort Worth, Texas 76114

Travis Tallant  
6024 Yearly Street  
Lake Worth, Texas 76135

Rose Abraham  
PO Box 394  
Hurst, Texas 76053-0394

Juan J Muniz  
6017 Graham Street  
Lake Worth, Texas 76135

Scott & Christianna Taylor  
6028 Yearly Street  
Lake Worth, Texas 76135

Manuel M. Soto  
4524 Deal Drive  
Fort Worth, Texas 76135

Ermellinda Font  
6013 Graham Street  
Lake Worth, Texas 76135

Perez J Cruz  
6028 Graham Street  
Lake Worth, Texas 76135

James B. & Cheryl D. Estes  
6009 Graham Street  
Lake Worth, Texas 76135

Kenneth & Carol Burleson  
6032 Graham Street  
Lake Worth, Texas 76135

Roberto & Cleopatra Alvarez  
141 Roberts Drive  
Saginaw, Texas 76179

Brenda L. Midgett  
6036 Graham Street  
Lake Worth, Texas 76135

City of Lake Worth  
3805 Adam Grubb  
Lake Worth, Texas 76135

Casa De Renta 2, LLC  
PO Box 270874  
Flower Mound, Texas 75027

Theresa K Riley  
6704 Azle Avenue  
Lake Worth, Texas 76135

Delores Faye Smith  
6033 Graham Street  
Lake Worth, Texas 76135

Sandra Bush  
6012 Yearly Street  
Lake Worth, Texas 76135

Jack Brown  
PO Box 26782  
Benbrook, Texas 76126

N A & Amy V. Braswell  
6026 Yearly Street  
Lake Worth, Texas 76135





# Legend

- Parcels
- Lots
- Arterials
- Freeways
- Streets
- Tarrant County Streets
- Parks
- Lakes
- City Limit
- Extraterritorial Jurisdiction (ETJ)



8/9/18 11:06 AM

1: 4,218



0.1 0 0.07 0.1 Miles

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. The City of Fort Worth assumes no responsibility for the accuracy of said data.

NCTCOG ORTHOPHOTOGRAPHY

## Lake Worth City Council Meeting – September 11, 2018

### Agenda Item No. F.1

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**From:** Stacey Almond, City Manager

**Item:** Discuss and consider Ordinance No. 1124, approving and adopting the budget for fiscal year beginning October 1, 2018, and ending September 30, 2019.

**Summary:**

The Fiscal Year 2018-2019 Budget is hereby presented for adoption.

The City Council held a budget workshop in August 10, 2018.

The Fiscal Year 2018-2019 proposed budget was filed with the City Secretary on July 27, 2018. The proposed budget is currently on file for public inspection at City Hall and the City's website in accordance with Title Four (4), Chapter 102., Section 102.005 of the Local Government Code.

A public hearing for the proposed budget was held on August 14, 2018, at which time all citizens and parties of interest were given the opportunity to be heard regarding the proposed 2018-2019 Fiscal Year Budget.

The proposed budget is based on a \$0.434806 per \$100 tax rate.

If desired, the City Council, in accordance with Section 102.007(b) of the Local Government code "may make changes to the budget that it considers warranted by the law or by the best interest of the municipal taxpayers."

Although the city is proposing to lower the tax rate, the city will generate more revenue from property taxes than last year because the city experienced an increase in its total taxable assessed values. Therefore, as required by Section 102.005 of the Local Government Code, which requires that a proposed budget that will require raising more revenue from property taxes than in the previous year, must contain a cover page with the following statement in 18-point or larger type:

**"This budget will raise more revenue from property taxes than last year's budget by an amount of \$6,547, which is a 0.31 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$9,880."**

Staff has made the changes to the budget as recommended by the City Council at the August 14<sup>th</sup> Public Hearing.

**Lake Worth City Council Meeting – September 11, 2018**

**Agenda Item No. F.1**

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**Fiscal Impact:**

General Fund:	
FY 2018-2019 Estimated Revenues	\$10,309,779.00
Use of Unrestricted Fund Balance	\$633,223.00
Total Revenue	\$10,943,002.00
Total Expenditures	\$10,943,002.00
GF Fund Balance as of 9/30/19	\$5,327,425.00

Water Sewer Fund:	
FY 2018-2019 Estimated Revenues	\$2,821,322.00
Use of Unrestricted Fund Balance	\$507,994.00
Total Revenue	\$3,329,316.00
Total Expenditures	\$3,329,316.00
WS Fund Balance as of 9/30/19	\$895,590.00

**Attachments:**

1. Ordinance No. 1124

**Recommended Motion or Action:**

In accordance with LGC Section 102.007 (c) adoption of a budget that will require raising more revenue from property taxes than in the previous year requires a separate vote of the governing body to ratify the property tax increase reflected in the budget. A vote under this subsection is in addition to the vote to adopt the budget or a vote to set the tax rate required by Chapter 26, Tax Code, or other law.

1. Move to approve Ordinance No. 1124, approving and adopting the budget for fiscal year beginning October 1, 2018, and ending September 30, 2019.
2. Move to ratify the property tax revenue increase as reflected in the FY 2018-2019 budget.

## **ORDINANCE NO. 1124**

**AN ORDINANCE OF THE CITY OF LAKE WORTH, TEXAS; APPROVING AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019 AND MAKING APPROPRIATIONS FOR EACH DEPARTMENT, PROJECT AND ACCOUNT; REPEALING CONFLICTING ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND DECLARING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Lake Worth, (hereinafter referred to as the "City"), is a Home Rule municipality located in Tarrant County, created in accordance with the provisions of Chapter 9 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS**, the City Manager of the city submitted a budget proposal to the City Council prior to the beginning of the fiscal year, and in said budget proposal set forth the estimated revenues and expenditures; and

**WHEREAS**, the City Manager has filed with the City Secretary a budget outlining all proposed expenditures of the government of the City for the fiscal year beginning October 1, 2018, and ending September 30, 2019, (hereinafter referred as the "Budget"); and

**WHEREAS**, the Budget, a copy of which is attached hereto as Attachment "A" and incorporated herein for all purposes, specifically sets forth each of the various projects for which appropriations are delineated and the estimated amount of money carried in the Budget for each of such projects; and

**WHEREAS**, the Budget was filed with the City Secretary at least fifteen (15) days before the public hearing was held on the Budget and at least thirty (30) days before the date the City Council makes its tax levy for the fiscal year and such Budget has been available for inspection by any taxpayer; and

**WHEREAS**, the public notice of a public hearing on the proposed Budget, stating the date, time, place and subject matter of said public hearing, was given as required by the laws of the State of Texas; and

**WHEREAS**, such public hearing was held and those wishing to speak on the Budget were heard and were provided an opportunity to present their views on the proposed Budget; and

**WHEREAS**, the City Council has studied the Budget and listened to the comments of the taxpayers at the public hearing held therefore and has determined that the Budget attached hereto is in the best interest of the City and that same should be approved and adopted;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAKE WORTH, TEXAS, THAT:**

**SECTION 1.**

All of the above premises are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

**SECTION 2.**

The Budget (Attachment "A") of the revenues of the City and the expenses of conducting the affairs thereof for the ensuing fiscal year beginning October 1, 2018 and ending September 30, 2019, as modified by the City Council, be and the same is, in all things adopted and approved as the Budget of the City of Lake Worth for the fiscal year beginning October 1, 2018, and ending September 30, 2019, and there is hereby appropriated from the funds indicated such projects, operations, activities, purchases and other expenditures as proposed in the Budget.

**SECTION 3.**

The City Council shall file or caused to be filed a true and correct copy of this Ordinance, along with the approved Budget attached hereto, and any amendments thereto, with the City Secretary. The mayor shall file or cause to be filed a true and correct copy of this Ordinance, along with the approved Budget attached hereto, and any amendments thereto, in the office of the County Clerk of Tarrant County, Texas as required by State law.

**SECTION 4.**

That the revised figures, prepared and submitted by the City Manager, for the 2017/2018 budget be, and the same are hereby, in all things, approved and appropriated and any necessary transfers between accounts and departments are hereby authorized, approved and appropriated.

**SECTION 5.**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**SECTION 6.**

This Ordinance shall be in full force and effect from and after its passage and it is so ordained.

**PASSED AND APPROVED** on this 11th day of September 2018.

**CITY OF LAKE WORTH**

By: \_\_\_\_\_  
Walter Bowen, Mayor

**ATTEST:**

\_\_\_\_\_  
Monica Solko, City Secretary

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Drew Larkin, City Attorney

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
<b>GENERAL FUND</b>		
100-4000-000-000	AD VALOREM TAXES CURRENT YEAR	-901,300
100-4001-000-000	PRIOR YEARS' TAXES	-6,000
100-4004-000-000	INTEREST & PENALTY	-6,500
100-4010-000-000	FRANCHISE TAXES	-450,000
100-4011-000-000	STATE SALES TAX	-7,430,000
100-4012-000-000	BEVERAGE TAXES	-26,000
	Subtotal	-8,819,800
100-4100-000-000	FINES & BONDS	-375,000
100-4101-000-000	WARRANTS	-28,000
100-4102-000-000	SEATBELT FINES	-250
100-4107-000-000	STATE COURT COST DISCOUNTS	-15,000
100-4108-000-000	ARREST FEES	-13,000
100-4109-000-000	TPF - UNRESTRICTED	-3,000
100-4110-000-000	TPF - JUDICIAL EFFICIENCY	-750
100-4111-000-000	TFC - TRAFFIC	-4,200
100-4115-000-000	JUDICIAL SUPPORT FEES	-1,600
100-4118-000-000	COLLECTION FEES	-25,000
	Subtotal	-465,800
100-4203-000-000	MECHANICAL REGISTRATION	- 4,000.00
100-4204-000-000	IRRIGATION REGISTRATION	- 4,000.00
100-4205-000-000	BEVERAGE LICENSE	- 6,500.00
100-4206-000-000	DOG & CAT TAGS	- 150.00
100-4207-000-000	MOBILE HOME PARK LICENSE	- 100.00
100-4210-000-000	MISC CONTRACTORS REGISTRATION	- 8,500.00
100-4250-000-000	BUILDING PERMIT	- 50,000.00
100-4251-000-000	PLUMBING PERMIT	- 4,200.00
100-4253-000-000	ELECTRICAL PERMIT	- 8,500.00
100-4254-000-000	MECHANICAL PERMIT	- 2,700.00
100-4255-000-000	IRRIGATION PERMIT	- 500.00
100-4256-000-000	GARAGE SALE PERMIT	- 1,000.00
100-4257-000-000	SIGN PERMIT	- 4,000.00
100-4259-000-000	ZONING	- 5,000.00
100-4260-000-000	PLAN REVIEWS	- 25,000.00
100-4263-000-000	ALARMS-BURGLAR	- 6,500.00
100-4264-000-000	FIRE PERMIT	- 2,000.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-4265-000-000	RENTAL INSPECTION FEES	- 1,800.00
100-4266-000-000	REINSPECTION/RED TAG FEES	- 900.00
100-4275-000-000	MISCELLANEOUS PERMITS	- 2,500.00
	Subtotal	- 137,850.00
100-4301-000-000	SANITATION	- 191,500.00
100-4303-000-000	ANIMAL CONTROL FEES	- 2,500.00
100-4304-000-000	ANIMAL QUARANTINE FEES	- 5,000.00
	Subtotal	- 199,000.00
100-4800-000-000	INTEREST INCOME	- 125,000.00
100-4802-000-000	LAKESIDE FIRE	- 168,748.00
100-4805-000-000	LIBRARY FINES	- 3,000.00
100-4807-000-000	BALLPARK RENTAL FEES	- 16,000.00
100-4809-000-000	MULTI-PURPOSE CTR RENTAL FEES	- 8,000.00
100-4810-000-000	PARK RENTAL FEES	- 3,000.00
100-4814-000-000	SIG5 TESTING REMIBURSEMENTS	- 1,800.00
100-4816-000-000	COUNTY FIRE CALLS	- 84,000.00
100-4819-000-000	FIRE DEPT THIRD PARTY INS	- 12,000.00
100-4826-000-000	CELL TOWER LEASES	- 23,805.00
100-4850-000-000	MINERAL REVENUE	- 40,000.00
100-4880-000-000	MISCELLANEOUS INCOME	- 30,000.00
100-4891-000-000	ADMIN FEE-HOTEL/MOTEL FUND	- 72,371.00
100-4893-000-000	TRANS IN - COURT TECHNOLOGY	- 10,288.00
100-4894-000-000	ADMIN FEE - CRIME DISTRICT	- 74,104.00
100-4895-000-000	BAILIFF REIMBURSEMENT	- 2,000.00
100-4898-000-000	ADMIN FEE - WATER FUND	- 13,213.00
	Subtotal	- 687,329.00
100-4999-000-000	USE OF PRIOR YR UNASSINGED FB	- 633,223.00
	TOTAL GENERAL FUND REVENUES	- 10,943,002.00
100-0104-500-000	COUNCIL FEES	2,700.00
100-0108-500-000	FICA EXPENSE	168.00
100-0109-500-000	MEDICARE EXPENSE	40.00
100-0209-500-000	JANITORIAL SUPPLIES	50.00
100-0210-500-000	MISCELLANEOUS SUPPLIES	150.00
100-0215-500-000	PRINTING	100.00



**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0300-500-000	BUILDING MAINTENANCE	1,000.00
100-0530-500-000	JANITORIAL SERVICES	1,405.00
100-0531-500-000	SCHOOLS/DUES	3,000.00
100-0535-500-000	TELEPHONE	420.00
100-0537-500-000	TRAVEL/LODGING	3,500.00
100-0538-500-000	UTILITIES-ELECTRIC	550.00
100-0546-500-000	UTILITIES-WTR/SWR	20.00
100-0547-500-000	UTILITIES-GAS	100.00
100-0590-500-000	FW RADIO TRUNKING	408.00
100-0599-500-000	OTHER SERVICES	2,000.00
TOTAL MAYOR & COUNCIL		<u>15,611.00</u>
100-0100-505-000	SALARIES	244,553.00
100-0101-505-000	OVERTIME	150.00
100-0108-505-000	FICA EXPENSE	15,667.00
100-0109-505-000	MEDICARE EXPENSE	3,664.00
100-0110-505-000	UNEMPLOYMENT TAX	855.00
100-0111-505-000	TMRS EXPENSE	40,219.00
100-0112-505-000	HMO EXPENSE	34,417.00
100-0113-505-000	DENTAL BENEFITS	533.00
100-0114-505-000	LIFE INSURANCE	332.00
100-0115-505-000	WORKERS' COMPENSATION	610.00
100-0116-505-000	OTHER BENEFITS	342.00
100-0117-505-000	VISION INSURANCE	191.00
100-0118-505-000	CERTIFICATION PAY	150.00
100-0119-505-000	AUTO ALLOWANCE	5,400.00
100-0122-505-000	HSA CONTRIBUTION	3,054.00
100-0124-505-000	VACATION BUY BACK	2,441.00
100-0205-505-000	ELECTION SUPPLIES/EXPENSES	18,000.00
100-0209-505-000	JANITORIAL SUPPLIES	900.00
100-0210-505-000	MISCELLANEOUS SUPPLIES	1,400.00
100-0213-505-000	OFFICE SUPPLIES	1,400.00
100-0214-505-000	POSTAGE	1,100.00
100-0215-505-000	PRINTING	600.00
100-0295-505-000	SPECIAL EVENT SUPPLIES	10,000.00
100-0320-505-000	LANDSCAPING MAINTENANCE	4,000.00
100-0400-505-000	EQUIPMENT RENTAL	250.00
100-0402-505-000	OFFICE EQUIPMENT MAINTENANCE	100.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0501-505-000	CODE BOOK UPDATE	6,000.00
100-0510-505-000	ELECTRIC - STREET LIGHTS	37,000.00
100-0511-505-000	ENGINEERING SERVICES	12,000.00
100-0523-505-000	LEGAL SERVICES	50,000.00
100-0526-505-000	POSTAGE METER RENTAL	940.00
100-0527-505-000	PUBLICATIONS	500.00
100-0528-505-000	LEGAL NOTICES	6,000.00
100-0530-505-000	JANITORIAL SERVICES	2,800.00
100-0531-505-000	SCHOOLS/DUES	7,500.00
100-0532-505-000	RECORDS MANAGEMENT	2,000.00
100-0535-505-000	TELEPHONE	2,250.00
100-0537-505-000	TRAVEL/LODGING	4,500.00
100-0538-505-000	UTILITIES-ELECTRIC	11,000.00
100-0546-505-000	UTILITIES-WTR/SWR	900.00
100-0547-505-000	UTILITIES-GAS	675.00
100-0551-505-000	CHAMBER MEMBERSHIP	10,000.00
100-0597-505-000	HUMAN RESOURCE SERVICES	100.00
100-0599-505-000	OTHER SERVICES	10,000.00
100-0700-505-000	MINOR EQUIPMENT-OFFICE	1,000.00
100-0800-505-000	BUILDING MAINTENANCE	7,000.00
100-0950-505-000	TRANSFER OUT - OTHER FUNDS	696,000.00
	TOTAL ADMINISTRATION	1,258,493.00
100-0100-505-010	SALARIES	267,025.00
100-0102-505-010	INCENTIVE PAY-LONGEVITY	2,250.00
100-0108-505-010	FICA EXPENSE	17,094.00
100-0109-505-010	MEDICARE EXPENSE	3,998.00
100-0110-505-010	UNEMPLOYMENT TAX	684.00
100-0111-505-010	TMRS EXPENSE	44,413.00
100-0112-505-010	HMO EXPENSE	44,901.00
100-0113-505-010	DENTAL BENEFITS	710.00
100-0114-505-010	LIFE INSURANCE	443.00
100-0115-505-010	WORKERS' COMPENSATION	665.00
100-0116-505-010	OTHER BENEFITS	456.00
100-0117-505-010	VISION INSURANCE	255.00
100-0118-505-010	CERTIFICATION PAY	1,200.00
100-0119-505-010	AUTO ALLOWANCE	3,000.00
100-0122-505-010	HSA CONTRIBUTION	1,527.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0124-505-010	VACATION BUY BACK	2,231.00
100-0210-505-010	MISCELLANEOUS	400.00
100-0213-505-010	OFFICE SUPPLIES	600.00
100-0214-505-010	POSTAGE	100.00
100-0215-505-010	PRINTING	150.00
100-0500-505-010	AUDIT SERVICES	30,000.00
100-0531-505-010	SCHOOL/DUES	1,500.00
100-0533-505-010	APPRAISAL CHARGES	12,000.00
100-0534-505-010	COLLECTION FEES	14,000.00
100-0535-505-010	TELEPHONE	500.00
100-0537-505-010	TRAVEL/LODGING	1,000.00
100-0597-505-010	HUMAN RESOURCE SERVICES	100.00
100-0599-505-010	OTHER SERVICES	100.00
100-0620-505-010	CONTINUING DISCLOSURE	2,500.00
100-0700-505-010	MINOR EQUIPMENT-OFFICE	500.00
	TOTAL ADMIN/FINANCE	454,302.00
100-0100-505-015	SALARIES	74,733.00
100-0102-505-015	INCENTIVE PAY-LONGEVITY	756.00
100-0108-505-015	FICA EXPENSE	4,806.00
100-0109-505-015	MEDICARE EXPENSE	1,124.00
100-0110-505-015	UNEMPLOYMENT TAX	171.00
100-0111-505-015	TMRS EXPENSE	12,488.00
100-0112-505-015	HMO EXPENSE	9,964.00
100-0113-505-015	DENTAL BENEFITS	178.00
100-0114-505-015	LIFE INSURANCE	111.00
100-0115-505-015	WORKERS' COMPENSATION	187.00
100-0116-505-015	OTHER BENEFITS	114.00
100-0117-505-015	VISION INSURANCE	64.00
100-0119-505-015	AUTO ALLOWANCE	600.00
100-0124-505-015	VACATION BUY BACK	1,432.00
100-0210-505-015	MISCELLANEOUS	150.00
100-0213-505-015	OFFICE SUPPLIES	100.00
100-0214-505-015	POSTAGE	150.00
100-0215-505-015	PRINTING	500.00
100-0403-505-015	OTHER EQUIPMENT MAINTENANCE	150.00
100-0517-505-015	INSURANCE DEDUCTIBLES	5,000.00
100-0518-505-015	INSURANCE-BLDG & GEN LIABILITY	43,560.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0527-505-015	PUBLICATIONS	500.00
100-0531-505-015	SCHOOL/DUES	5,000.00
100-0535-505-015	TELEPHONE	800.00
100-0537-505-015	TRAVEL/LODGING	1,000.00
100-0599-505-015	OTHER SERVICES	1,000.00
	TOTAL ADMIN/HR	<u>164,638.00</u>
100-0209-505-025	JANITORIAL SUPPLIES	400.00
100-0210-505-025	MISCELLANEOUS SUPPLIES	75.00
100-0320-505-025	LANDSCAPING MAINTENANCE	1,350.00
100-0400-505-025	EQUIPMENT RENTAL	200.00
100-0403-505-025	EQUIPMENT MAINTENANCE	300.00
100-0530-505-025	JANITORIAL SERVICES	5,800.00
100-0538-505-025	UTILITIES-ELECTRIC	2,500.00
100-0546-505-025	UTILITIES-WTR/SWR	1,000.00
100-0547-505-025	UTILITIES-GAS	600.00
100-0599-505-025	OTHER SERVICES	100.00
100-0702-505-025	MINOR EQUIPMENT	400.00
100-0800-505-025	BUILDING MAINTENANCE	5,000.00
100-0811-505-025	BUILDING IMPROVEMENTS	15,000.00
	TOTAL ADMIN/MULTI-PURPOSE CTR	<u>32,725.00</u>
100-0210-505-040	MISCELLANEOUS SUPPLIES	100.00
100-0320-505-040	LANDSCAPING MAINTENANCE	100.00
100-0512-505-040	ALARM SYSTEM SERVICE CHARGES	450.00
100-0518-505-040	INSURANCE-BLDG & GEN LIABILITY	525.00
100-0538-505-040	UTILITIES-ELECTRIC	900.00
100-0546-505-040	UTILITIES-WTR/SWR	75.00
100-0547-505-040	UTILITIES-GAS	150.00
100-0800-505-040	BUILDING MAINTENANCE	3,000.00
	TOTAL ADMIN/LW AREA MUSEUM	<u>5,300.00</u>
	TOTAL ADMINISTRATIVE DEPARTMENTS	<u>1,915,458.00</u>
100-0100-510-000	SALARIES	1,505,133.00
100-0101-510-000	OVERTIME	26,000.00
100-0102-510-000	LONGEVITY PAY	11,416.00
100-0106-510-000	STEP UP PAY	5,500.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0108-510-000	FICA EXPENSE	97,512.00
100-0109-510-000	MEDICARE EXPENSE	22,805.00
100-0110-510-000	UNEMPLOYMENT TAX	5,130.00
100-0111-510-000	TMRS EXPENSE	253,354.00
100-0112-510-000	HMO EXPENSE	253,712.00
100-0113-510-000	DENTAL BENEFITS	4,261.00
100-0114-510-000	LIFE INSURANCE	2,768.00
100-0115-510-000	WORKERS' COMPENSATION	31,166.00
100-0116-510-000	OTHER BENEFITS	2,850.00
100-0117-510-000	VISION INSURANCE	1,529.00
100-0118-510-000	CERTIFICATION PAY	11,000.00
100-0122-510-000	HSA CONTRIBUTION	3,054.00
100-0123-510-000	FIELD TRAINING OFFICER PAY	3,000.00
100-0124-510-000	VACATION BUY BACK	10,718.00
100-0208-510-000	GAS AND OIL	35,000.00
100-0209-510-000	JANITORIAL SUPPLIES	400.00
100-0210-510-000	MISCELLANEOUS SUPPLIES	2,500.00
100-0213-510-000	OFFICE SUPPLIES	1,500.00
100-0214-510-000	POSTAGE	1,500.00
100-0215-510-000	PRINTING	1,200.00
100-0295-510-000	SPECIAL EVENT SUPPLIES	2,000.00
100-0300-510-000	BUILDING MAINTENANCE	15,000.00
100-0320-510-000	LANDSCAPING MAINTENANCE	175.00
100-0400-510-000	EQUIPMENT RENTAL	50.00
100-0403-510-000	OTHER EQUIPMENT MAINTENANCE	1,000.00
100-0406-510-000	VEHICLE MAINTENANCE	15,000.00
100-0518-510-000	INSURANCE-BLDG & GEN LIABILITY	125.00
100-0521-510-000	INSURANCE-VEHICLES	8,600.00
100-0522-510-000	DRUG TESTING/ENFORCEMENT	1,000.00
100-0523-510-000	REIMBURSABLE SIG5 TESTING FEES	1,800.00
100-0524-510-000	INVESTIGATIVE DNA TESTING	6,000.00
100-0528-510-000	PRISONER SERVICES/REPAIRS	2,500.00
100-0530-510-000	JANITORIAL SERVICES	6,000.00
100-0535-510-000	TELEPHONE	10,000.00
100-0538-510-000	UTILITIES-ELECTRIC	15,000.00
100-0546-510-000	UTILITIES-WTR/SWR	1,250.00
100-0547-510-000	UTILITIES-GAS	800.00
100-0597-510-000	HUMAN RESOURCE SERVICES	2,000.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0599-510-000	OTHER SERVICES	4,000.00
100-0615-510-000	ADVERTISING & PROMOTION	5,000.00
100-0702-510-000	MINOR EQUIPMENT-OFFICE	3,500.00
100-0801-510-000	COMPUTER HARDWARE	1,500.00
100-0802-510-000	EQUIPMENT	8,000.00
100-0811-510-000	BUILDING IMPROVEMENTS	2,000.00
100-0895-510-000	VRF CONTRIBUTION	30,911.00
	TOTAL POLICE DEPARTMENT	<u>2,436,219.00</u>
100-0100-515-000	SALARIES	1,304,291.00
100-0101-515-000	OVERTIME	31,000.00
100-0102-515-000	INCENTIVE PAY-LONGEVITY	10,774.00
100-0106-515-000	STEP UP PAY	6,000.00
100-0108-515-000	FICA EXPENSE	86,511.00
100-0109-515-000	MEDICARE EXPENSE	20,233.00
100-0110-515-000	UNEMPLOYMENT TAX	4,445.00
100-0111-515-000	TMRS EXPENSE	222,750.00
100-0112-515-000	HMO EXPENSE	240,677.00
100-0113-515-000	DENTAL BENEFITS	3,729.00
100-0114-515-000	LIFE INSURANCE	2,325.00
100-0115-515-000	WORKERS' COMPENSATION	26,342.00
100-0116-515-000	OTHER BENEFITS	2,508.00
100-0117-515-000	VISION INSURANCE	1,338.00
100-0118-515-000	CERTIFICATION PAY	15,500.00
100-0121-515-000	DESIGNATED ADDTL DUTY PAY	4,800.00
100-0122-515-000	HSA CONTRIBUTION	3,054.00
100-0124-515-000	VACATION BUY BACK	23,002.00
100-0201-515-000	CHEMICALS	500.00
100-0206-515-000	EMERGENCY MEDICAL SUPPLIES	9,500.00
100-0208-515-000	GAS AND OIL	14,000.00
100-0209-515-000	JANITORIAL SUPPLIES	2,500.00
100-0210-515-000	MISCELLANEOUS SUPPLIES	2,500.00
100-0213-515-000	OFFICE SUPPLIES	500.00
100-0214-515-000	POSTAGE	300.00
100-0215-515-000	PRINTING	300.00
100-0219-515-000	UNIFORMS	17,000.00
100-0223-515-000	TRAINING SUPPLIES	3,000.00
100-0224-515-000	FIRE PREVENT/INVEST SUPPLIES	1,000.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0300-515-000	BUILDING MAINTENANCE	18,000.00
100-0320-515-000	LANDSCAPING MAINTENANCE	150.00
100-0403-515-000	OTHER EQUIPMENT MAINT	9,500.00
100-0404-515-000	RADIO MAINTENANCE	7,000.00
100-0406-515-000	VEHICLE MAINTENANCE	35,000.00
100-0518-515-000	INSURANCE-BLDG & GEN LIABILITY	55.00
100-0521-515-000	VEHICLE INSURANCE	5,905.00
100-0531-515-000	SCHOOLS/DUES	12,500.00
100-0535-515-000	TELEPHONE	6,000.00
100-0537-515-000	TRAVEL/LODGING	2,500.00
100-0538-515-000	UTILITIES-ELECTRIC	10,000.00
100-0546-515-000	UTILITIES-WTR/SWR	2,600.00
100-0547-515-000	UTILITIES-GAS	1,900.00
100-0565-515-000	FIRE DISPATCH SERVICES	42,000.00
100-0590-515-000	FW RADIO TRUNKING	10,700.00
100-0597-515-000	HUMAN RESOURCE SERVICES	8,000.00
100-0599-515-000	OTHER SERVICES	10,000.00
100-0607-515-000	FIREMEN'S RETIREMENT	7,500.00
100-0702-515-000	MINOR EQUIPMENT-STATION	6,000.00
100-0802-515-000	EQUIPMENT	20,000.00
100-0803-515-000	EQUIPMENT-REVENUE RESCUE	12,000.00
	TOTAL FIRE DEPARTMENT	<u>2,287,689.00</u>
100-0100-520-000	SALARIES	422,105.00
100-0101-520-000	OVERTIME	4,000.00
100-0102-520-000	INCENTIVE PAY-LONGEVITY	6,002.00
100-0107-520-000	ON CALL PREMIUM PAY	4,480.00
100-0108-520-000	FICA EXPENSE	27,411.00
100-0109-520-000	MEDICARE EXPENSE	6,411.00
100-0110-520-000	UNEMPLOYMENT TAX	1,710.00
100-0111-520-000	TMRS EXPENSE	71,218.00
100-0112-520-000	HMO EXPENSE	74,787.00
100-0113-520-000	DENTAL BENEFITS	1,420.00
100-0114-520-000	LIFE INSURANCE	996.00
100-0115-520-000	WORKERS' COMPENSATION	17,036.00
100-0116-520-000	OTHER BENEFITS	1,026.00
100-0117-520-000	VISION INSURANCE	573.00
100-0118-520-000	CERTIFICATION PAY	600.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0124-520-000	VACATION BUY BACK	4,920.00
100-0208-520-000	GAS AND OIL	15,000.00
100-0209-520-000	JANITORIAL	600.00
100-0210-520-000	MISCELLANEOUS SUPPLIES/TOOLS	1,000.00
100-0213-520-000	OFFICE SUPPLIES	800.00
100-0214-520-000	POSTAGE	75.00
100-0215-520-000	PRINTING	150.00
100-0219-520-000	UNIFORMS	5,500.00
100-0222-520-000	SAFETY EQUIPMENT	500.00
100-0295-520-000	SPECIAL EVENT SUPPLIES	1,500.00
100-0300-520-000	BUILDING MAINTENANCE	800.00
100-0317-520-000	DRAINAGE MAINTENANCE	1,000.00
100-0318-520-000	CONCRETE REPLACEMENT	40,000.00
100-0400-520-000	EQUIPMENT RENTAL	700.00
100-0403-520-000	OTHER EQUIPMENT MAINTENANCE	15,000.00
100-0406-520-000	VEHICLE MAINTENANCE	10,000.00
100-0518-520-000	INSURANCE-BLDG & GEN LIABILITY	610.00
100-0521-520-000	VEHICLE INSURANCE	4,165.00
100-0527-520-000	PUBLICATIONS	500.00
100-0529-520-000	SANITATION EXPENSE	187,200.00
100-0531-520-000	SCHOOLS/DUES	4,000.00
100-0535-520-000	TELEPHONES	1,200.00
100-0537-520-000	TRAVEL	5,300.00
100-0538-520-000	UTILITIES-ELECTRIC	2,600.00
100-0546-520-000	UTILITIES-WTR/SWR	100.00
100-0547-520-000	UTILITIES-GAS	1,200.00
100-0590-520-000	FW RADIO TRUNKING	3,312.00
100-0597-520-000	HUMAN RESOURCE SERVICES	300.00
100-0599-520-000	OTHER SERVICES	300.00
100-0701-520-000	MINOR EQUIPMENT-TOOLS	9,300.00
100-0802-520-000	EQUIPMENT	137,500.00
100-0811-520-000	BUILDING IMPROVEMENTS	2,000.00
100-0895-520-000	VRF CONTRIBUTION	1,097.00
	TOTAL STREET DEPARTMENT	<u>1,098,004.00</u>
100-0100-535-000	SALARIES	162,074.00
100-0101-535-000	OVERTIME	100.00
100-0102-535-000	INCENTIVE PAY-LONGEVITY	1,998.00



**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0108-535-000	FICA EXPENSE	10,222.00
100-0109-535-000	MEDICARE EXPENSE	2,391.00
100-0110-535-000	UNEMPLOYMENT TAX	855.00
100-0111-535-000	TMRS EXPENSE	24,529.00
100-0112-535-000	HMO EXPENSE	19,928.00
100-0113-535-000	DENTAL BENEFITS	355.00
100-0114-535-000	LIFE INSURANCE	221.00
100-0115-535-000	WORKERS' COMPENSATION	486.00
100-0116-535-000	OTHER BENEFITS	456.00
100-0117-535-000	VISION INSURANCE	127.00
100-0124-535-000	VACATION BUY BACK	697.00
100-0202-535-000	LIBRARY PROGAMS	4,500.00
100-0209-535-000	JANITORIAL SUPPLIES	500.00
100-0210-535-000	MISCELLANEOUS SUPPLIES	2,800.00
100-0213-535-000	OFFICE SUPPLIES	550.00
100-0214-535-000	POSTAGE	150.00
100-0215-535-000	PRINTING	500.00
100-0301-535-000	BUILDING MAINTENANCE	2,750.00
100-0320-535-000	LANDSCAPING MAINTENANCE	400.00
100-0400-535-000	EQUIPMENT RENTAL	200.00
100-0530-535-000	JANITORIAL SERVICES	5,250.00
100-0531-535-000	SCHOOLS/DUES	750.00
100-0535-535-000	TELEPHONE	600.00
100-0537-535-000	TRAVEL	900.00
100-0538-535-000	UTILITIES-ELECTRIC	7,000.00
100-0546-535-000	UTILITIES-WTR/SWR	2,500.00
100-0547-535-000	UTILITIES-GAS	1,600.00
100-0597-535-000	HUMAN RESOURCE SERVICES	100.00
100-0702-535-000	MINOR EQUIPMENT	2,000.00
100-0815-535-000	REPLACEMENT EQUIPMENT	600.00
100-0817-535-000	LIBRARY BOOKS/MATERIALS	20,000.00
100-0820-535-000	DONATION EXPENDITURES	235.00
TOTAL LIBRARY		<u>278,324.00</u>
100-0100-540-000	SALARIES	195,019.00
100-0101-540-000	OVERTIME	3,000.00
100-0102-540-000	INCENTIVE PAY-LONGEVITY	2,786.00
100-0108-540-000	FICA EXPENSE	12,574.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0109-540-000	MEDICARE EXPENSE	2,941.00
100-0110-540-000	UNEMPLOYMENT TAX	1,026.00
100-0111-540-000	TMRS EXPENSE	32,670.00
100-0112-540-000	HMO EXPENSE	55,360.00
100-0113-540-000	DENTAL BENEFITS	888.00
100-0114-540-000	LIFE INSURANCE	554.00
100-0115-540-000	WORKERS' COMPENSATION	4,577.00
100-0116-540-000	OTHER BENEFITS	570.00
100-0117-540-000	VISION INSURANCE	318.00
100-0118-540-000	CERTIFICATION PAY	1,200.00
100-0124-540-000	VACATION BUY BACK	804.00
100-0208-540-000	GAS AND OIL	6,500.00
100-0209-540-000	JANITORIAL SUPPLIES	2,000.00
100-0210-540-000	MISCELLANEOUS SUPPLIES/TOOLS	1,000.00
100-0213-540-000	OFFICE SUPPLIES	50.00
100-0215-540-000	PRINTING	300.00
100-0219-540-000	UNIFORMS	3,750.00
100-0222-540-000	SAFETY	150.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-4000-000-000	AD VALOREM TAXES CURRENT YEAR	-901,300
100-4001-000-000	PRIOR YEARS' TAXES	-6,000
100-4004-000-000	INTEREST & PENALTY	-6,500
100-4010-000-000	FRANCHISE TAXES	-450,000
100-4011-000-000	STATE SALES TAX	-7,430,000
100-4012-000-000	BEVERAGE TAXES	-26,000
	Subtotal	-8,819,800
100-4100-000-000	FINES & BONDS	-375,000
100-4101-000-000	WARRANTS	-28,000
100-4102-000-000	SEATBELT FINES	-250
100-4107-000-000	STATE COURT COST DISCOUNTS	-15,000
100-4108-000-000	ARREST FEES	-13,000
100-4109-000-000	TPF - UNRESTRICTED	-3,000
100-4110-000-000	TPF - JUDICIAL EFFICIENCY	-750

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0109-545-000	MEDICARE EXPENSE	1,753.00
100-0110-545-000	UNEMPLOYMENT TAX	513.00
100-0111-545-000	TMRS EXPENSE	19,476.00
100-0112-545-000	HMO EXPENSE	33,478.00
100-0113-545-000	DENTAL BENEFITS	533.00
100-0114-545-000	LIFE INSURANCE	332.00
100-0115-545-000	WORKERS' COMPENSATION	3,302.00
100-0116-545-000	OTHER BENEFITS	342.00
100-0117-545-000	VISION INSURANCE	191.00
100-0118-545-000	CERTIFICATION PAY	1,500.00
100-0124-545-000	VACATION BUY BACK	1,060.00
100-0208-545-000	GAS AND OIL	2,250.00
100-0209-545-000	JANITORIAL SUPPLIES	200.00
100-0210-545-000	MISCELLANEOUS SUPPLIES/TOOLS	4,000.00
100-0213-545-000	OFFICE SUPPLIES	175.00
100-0219-545-000	UNIFORMS	2,250.00
100-0222-545-000	SAFETY	150.00
100-0300-545-000	BUILDING MAINTENANCE	450.00
100-0403-545-000	OTHER EQUIPMENT MAINTENANCE	600.00
100-0406-545-000	VEHICLE MAINTENANCE	3,700.00
100-0506-545-000	DISPOSAL SERVICES	700.00
100-0521-545-000	VEHICLE INSURANCE	1,685.00
100-0531-545-000	SCHOOLS/DUES	1,500.00
100-0535-545-000	TELEPHONE	850.00
100-0537-545-000	TRAVEL/LODGING	800.00
100-0538-545-000	UTILITIES-ELECTRIC	2,300.00
100-0546-545-000	UTILITIES-WTR/SWR	100.00
100-0547-545-000	UTILITIES-GAS	1,200.00
100-0590-545-000	FW RADIO TRUNKING	432.00
100-0597-545-000	HUMAN RESOURCE SERVICES	100.00
100-0702-545-000	MINOR EQUIPMENT	3,500.00
100-0802-545-000	EQUIPMENT	21,823.00
100-0895-545-000	VRF CONTRIBUTION	5,552.00
	TOTAL MAINTENANCE	<u>242,634.00</u>
100-0100-550-000	SALARIES	66,262.00
100-0102-550-000	INCENTIVE PAY-LONGEVITY	924.00
100-0108-550-000	FICA EXPENSE	4,166.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0109-550-000	MEDICARE EXPENSE	974.00
100-0110-550-000	UNEMPLOYMENT TAX	342.00
100-0111-550-000	TMRS EXPENSE	9,071.00
100-0112-550-000	HMO EXPENSE	9,964.00
100-0113-550-000	DENTAL BENEFITS	178.00
100-0114-550-000	LIFE INSURANCE	111.00
100-0115-550-000	WORKERS' COMPENSATION	162.00
100-0116-550-000	OTHER BENEFITS	342.00
100-0117-550-000	VISION INSURANCE	64.00
100-0202-550-000	SR CENTER PROGRAMS	4,000.00
100-0209-550-000	JANITORIAL SUPPLIES	600.00
100-0210-550-000	MISCELLANEOUS SUPPLIES	6,625.00
100-0213-550-000	OFFICE SUPPLIES	400.00
100-0214-550-000	POSTAGE	250.00
100-0215-550-000	PRINTING	200.00
100-0295-550-000	SPECIAL EVENT SUPPLIES	6,900.00
100-0300-550-000	BUILDING MAINTENANCE	5,000.00
100-0320-550-000	LANDSCAPING MAINTENANCE	5,900.00
100-0400-550-000	EQUIPMENT RENTAL	250.00
100-0403-550-000	OTHER EQUIPMENT MAINTENANCE	200.00
100-0530-550-000	JANITORIAL SERVICES	6,000.00
100-0531-550-000	SCHOOL/DUES	150.00
100-0535-550-000	TELEPHONE	700.00
100-0538-550-000	UTILITIES-ELECTRIC	6,800.00
100-0546-550-000	UTILITIES-WTR/SWR	3,000.00
100-0547-550-000	UTILITIES-GAS	1,600.00
100-0597-550-000	HUMAN RESOURCE SERVICES	150.00
100-0599-550-000	OTHER SERVICES	8,000.00
100-0702-550-000	MINOR EQUIPMENT-OTHER	480.00
100-0800-550-000	BUILDING IMPROVEMENTS	500.00
100-0820-550-000	DONATION EXPENDITURES	550.00
	TOTAL SENIOR CENTER	<u>150,815.00</u>
100-0100-555-000	SALARIES	129,119.00
100-0101-555-000	OVERTIME	300.00
100-0102-555-000	INCENTIVE PAY-LONGEVITY	1,752.00
100-0108-555-000	FICA EXPENSE	8,224.00
100-0109-555-000	MEDICARE EXPENSE	1,923.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0110-555-000	UNEMPLOYMENT TAX	513.00
100-0111-555-000	TMRS EXPENSE	20,941.00
100-0112-555-000	HMO EXPENSE	23,514.00
100-0113-555-000	DENTAL BENEFITS	355.00
100-0114-555-000	LIFE INSURANCE	221.00
100-0115-555-000	WORKERS' COMPENSATION	320.00
100-0116-555-000	OTHER BENEFITS	342.00
100-0117-555-000	VISION INSURANCE	127.00
100-0124-555-000	VACATION BUY BACK	1,467.00
100-0210-555-000	MISCELLANEOUS SUPPLIES	100.00
100-0213-555-000	OFFICE SUPPLIES	500.00
100-0214-555-000	POSTAGE	3,500.00
100-0215-555-000	PRINTING	1,200.00
100-0402-555-000	OFFICE EQUIPMENT	200.00
100-0504-555-000	JUDGE/PROSECUTOR/MAGISTRATE	38,000.00
100-0509-555-000	COURT INTERPRETER/JURORS	700.00
100-0531-555-000	SCHOOLS/DUES	700.00
100-0534-555-000	COLLECTION FEES	25,000.00
100-0537-555-000	TRAVEL/LODGING	2,000.00
100-0597-555-000	HUMAN RESOURCE SERVICES	75.00
100-0599-555-000	OTHER SERVICES	200.00
100-0700-555-000	MINOR EQUIPMENT-OFFICE	300.00
100-0702-555-000	MINOR EQUIPMENT-OTHER	200.00
	TOTAL MUNICIPAL COURT	<u>261,793.00</u>
100-0100-560-000	SALARIES	51,877.00
100-0101-560-000	OVERTIME	500.00
100-0108-560-000	FICA EXPENSE	3,333.00
100-0109-560-000	MEDICARE EXPENSE	779.00
100-0110-560-000	UNEMPLOYMENT TAX	513.00
100-0111-560-000	TMRS EXPENSE	6,837.00
100-0112-560-000	HMO EXPENSE	9,964.00
100-0113-560-000	DENTAL BENEFITS	178.00
100-0114-560-000	LIFE INSURANCE	111.00
100-0115-560-000	WORKERS' COMPENSATION	1,801.00
100-0116-560-000	OTHER BENEFITS	228.00
100-0117-560-000	VISION INSURANCE	64.00
100-0118-560-000	CERTIFICATION PAY	600.00
100-0124-560-000	VACATION BUY BACK	777.00
100-0208-560-000	GAS AND OIL	1,600.00
100-0209-560-000	JANITORIAL SUPPLIES	600.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0210-560-000	MISCELLANEOUS SUPPLIES/TOOLS	2,000.00
100-0213-560-000	OFFICE SUPPLIES	300.00
100-0214-560-000	POSTAGE	200.00
100-0215-560-000	PRINTING	400.00
100-0219-560-000	UNIFORMS	500.00
100-0222-560-000	SAFETY	200.00
100-0300-560-000	BUILDING MAINTENANCE	4,250.00
100-0320-560-000	LANDSCAPING MAINTENANCE	300.00
100-0400-560-000	EQUIPMENT RENTAL	100.00
100-0403-560-000	EQUIPMENT MAINTENANCE	200.00
100-0406-560-000	VEHICLE MAINTENANCE	2,000.00
100-0521-560-000	VEHICLE INSURANCE	1,080.00
100-0531-560-000	SCHOOLS/DUES	1,000.00
100-0535-560-000	TELEPHONE	1,500.00
100-0537-560-000	TRAVEL/LODGING	1,000.00
100-0538-560-000	UTILITIES-ELECTRIC	7,500.00
100-0539-560-000	VETERINARIAN SERVICE	1,000.00
100-0546-560-000	UTILITIES-WTR/SWR	1,500.00
100-0547-560-000	UTILITIES-GAS	2,000.00
100-0590-560-000	FW RADIO TRUNKING	816.00
100-0597-560-000	HUMAN RESOURCE SERVICES	200.00
100-0599-560-000	OTHER SERVICES	200.00
100-0702-560-000	MINOR EQUIPMENT-SHELTER	4,000.00
100-0803-560-000	EQUIP/IMPRV-QUARANTINE REVENUE	5,000.00
100-0895-560-000	VRF CONTRIBUTION	10,000.00
	TOTAL ANIMAL CONTROL	<u>127,008.00</u>
100-0206-565-000	EMERGENCY MGM. SUPPLIES	5,000.00
100-0210-565-000	MISCELLANEOUS SUPPLIES	50.00
100-0214-565-000	POSTAGE	25.00
100-0215-565-000	PRINTING	600.00
100-0223-565-000	TRAINING SUPPLIES	500.00
100-0403-565-000	OTHER EQUIPMENT MAINTENANCE	300.00
100-0405-565-000	SIREN MAINTENANCE	3,200.00
100-0531-565-000	SCHOOL/DUES	750.00
100-0537-565-000	TRAVEL/LODGING	750.00
100-0538-565-000	UTILITIES-ELECTRIC	275.00
100-0802-565-000	EQUIPMENT	11,000.00
	TOTAL EMERGENCY MANAGEMENT	<u>22,450.00</u>
100-0100-570-000	SALARIES	184,990.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0101-570-000	OVERTIME	500.00
100-0102-570-000	INCENTIVE PAY-LONGEVITY	2,958.00
100-0108-570-000	FICA EXPENSE	11,941.00
100-0109-570-000	MEDICARE EXPENSE	2,793.00
100-0110-570-000	UNEMPLOYMENT TAX	513.00
100-0111-570-000	TMRS EXPENSE	31,024.00
100-0112-570-000	HMO EXPENSE	32,432.00
100-0113-570-000	DENTAL BENEFITS	533.00
100-0114-570-000	LIFE INSURANCE	332.00
100-0115-570-000	WORKERS' COMPENSATION	913.00
100-0116-570-000	OTHER BENEFITS	342.00
100-0117-570-000	VISION INSURANCE	191.00
100-0118-570-000	CERTIFICATION PAY	600.00
100-0124-570-000	VACATION BUY BACK	3,544.00
100-0208-570-000	GAS AND OIL	2,500.00
100-0210-570-000	MISCELLANEOUS SUPPLIES	300.00
100-0213-570-000	OFFICE SUPPLIES	200.00
100-0214-570-000	POSTAGE	600.00
100-0215-570-000	PRINTING	1,200.00
100-0219-570-000	UNIFORMS	600.00
100-0222-570-000	SAFETY	50.00
100-0403-570-000	OTHER EQUIPMENT MAINTENANCE	100.00
100-0404-570-000	RADIO MAINTENANCE	500.00
100-0406-570-000	VEHICLE MAINTENANCE	1,500.00
100-0513-570-000	FILING FEES - COUNTY CLERK	400.00
100-0517-570-000	INSPECTION FEES	100.00
100-0521-570-000	VEHICLE INSURANCE	1,135.00
100-0527-570-000	PUBLICATIONS	300.00
100-0528-570-000	LEGAL NOTICES	750.00
100-0531-570-000	SCHOOLS/DUES	2,500.00
100-0535-570-000	TELEPHONE	2,400.00
100-0537-570-000	TRAVEL/LODGING	600.00
100-0555-570-000	STORMWATER MANAGEMENT	1,000.00
100-0580-570-000	FILING FEES-SUBSTANDARDS	300.00
100-0590-570-000	FW RADIO TRUNKING	816.00
100-0597-570-000	HUMAN RESOURCE SERVICES	75.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0599-570-000	OTHER SERVICES	100.00
100-0702-570-000	MINOR EQUIPMENT	3,750.00
100-0895-570-000	VRF CONTRIBUTION	5,619.00
	TOTAL PERMITS & INSPECTIONS	301,001.00
100-0100-570-020	SALARIES	67,601.00
100-0102-570-020	INCENTIVE PAY-LONGEVITY	1,386.00
100-0108-570-020	FICA EXPENSE	4,354.00
100-0109-570-020	MEDICARE EXPENSE	1,018.00
100-0110-570-020	UNEMPLOYMENT TAX	171.00
100-0111-570-020	TMRS EXPENSE	11,312.00
100-0112-570-020	HMO EXPENSE	9,964.00
100-0113-570-020	DENTAL BENEFITS	178.00
100-0114-570-020	LIFE INSURANCE	111.00
100-0115-570-020	WORKERS' COMPENSATION	170.00
100-0116-570-020	OTHER BENEFITS	114.00
100-0117-570-020	VISION INSURANCE	64.00
100-0124-570-020	VACATION BUY BACK	1,234.00
100-0210-570-020	MISCELLANEOUS SUPPLIES	300.00
100-0213-570-020	OFFICE SUPPLIES	300.00
100-0214-570-020	POSTAGE	300.00
100-0215-570-020	PRINTING	200.00
100-0219-570-020	UNIFORMS	120.00
100-0513-570-020	FILING FEES - COUNTY CLERK	600.00
100-0528-570-020	LEGAL NOTICES	2,500.00
100-0531-570-020	SCHOOL/DUES	500.00
100-0537-570-020	TRAVEL/LODGING	300.00
100-0599-570-020	OTHER SERVICES	200.00
100-0802-570-020	EQUIPMENT	1,000.00
	TOTAL PLANNING & ZONING	103,997.00
100-0210-570-035	MISCELLANEOUS	100.00
100-0213-570-035	OFFICE SUPPLIES	100.00
100-0214-570-035	POSTAGE	400.00
100-0215-570-035	PRINTING	300.00
100-0403-570-035	OTHER EQUIPMENT MAINTENANCE	100.00
100-0503-570-035	CONTRACT SERVICE	5,000.00
100-0513-570-035	FILING FEES - COUNTY CLERK	1,000.00



**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0531-570-035	SCHOOL/DUES	400.00
100-0537-570-035	TRAVEL/LODGING	200.00
100-0575-570-035	COMMUNITY CLEAN-UP	10,000.00
100-0576-570-035	CODE COMPLIANCE INITIATIVE	10,000.00
100-0581-570-035	SUBSTANDARD DEMOLITION FEES	9,000.00
100-0599-570-035	OTHER SERVICES	50.00
100-0702-570-035	MINOR EQUIPMENT-OTHER	350.00
	TOTAL CODE COMPLIANCE	37,000.00
	TOTAL BUILDING DEPARTMENTS	441,998.00
100-0100-575-000	SALARIES	137,873.00
100-0101-575-000	OVERTIME	300.00
100-0102-575-000	INCENTIVE PAY-LONGEVITY	1,662.00
100-0108-575-000	FICA EXPENSE	8,834.00
100-0109-575-000	MEDICARE EXPENSE	2,066.00
100-0110-575-000	UNEMPLOYMENT TAX	342.00
100-0111-575-000	TMRS EXPENSE	22,952.00
100-0112-575-000	HMO EXPENSE	18,397.00
100-0113-575-000	DENTAL BENEFITS	355.00
100-0114-575-000	LIFE INSURANCE	221.00
100-0115-575-000	WORKERS' COMPENSATION	344.00
100-0116-575-000	OTHER BENEFITS	228.00
100-0117-575-000	VISION INSURANCE	127.00
100-0118-575-000	CERTIFICATION PAY	600.00
100-0119-575-000	AUTO ALLOWANCE	1,200.00
100-0122-575-000	HSA CONTRIBUTION	1,527.00
100-0124-575-000	VACATION BUY BACK	848.00
100-0210-575-000	MISCELLANEOUS SUPPLIES	150.00
100-0213-575-000	OFFICE SUPPLIES	25.00
100-0214-575-000	POSTAGE	75.00
100-0219-575-000	UNIFORMS	170.00
100-0403-575-000	OTHER EQUIPMENT MAINTENANCE	1,500.00
100-0502-575-000	COMPUTER SOFTWARE-CONTRACTS	117,644.00
100-0503-575-000	CONTRACT SERVICES	22,000.00
100-0512-575-000	EQUIP RENTAL COPY MACH/LEASES	52,656.00
100-0527-575-000	PUBLICATIONS	25.00
100-0531-575-000	SCHOOL/DUES	9,889.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
100-0535-575-000	TELEPHONE/INTERNET	54,164.00
100-0537-575-000	TRAVEL/LODGING	1,452.00
100-0550-575-000	COMPUTER HARDWARE CONTRACTS	21,889.00
100-0595-575-000	DELL CAP LEASE PYMTS	31,768.00
100-0596-575-000	DELL CAP LEASE INTEREST	2,756.00
100-0599-575-000	OTHER SERVICES	600.00
100-0700-575-000	MINOR EQUIPMENT-OFFICE	500.00
100-0715-575-000	MINOR HARDWARE REPLACEMENT	5,825.00
100-0801-575-000	COMPUTER HARDWARE	26,600.00
100-0802-575-000	EQUIPMENT	64,038.00
	TOTAL INFORMATION TECHNOLOGY	<u>611,602.00</u>
100-0214-580-000	POSTAGE	750.00
100-0215-580-000	PRINTING	500.00
100-0599-580-000	OTHER SERVICES	5,000.00
100-0615-580-000	ADVERTISING & PROMOTION	25,000.00
100-0902-580-000	TRNS OUT-WS 2009 ISS(97 RFNDG)	138,414.00
100-0906-580-000	CONTRIBUTION-WATER FUND	169,318.00
100-0908-580-000	SPECIAL PARKS PROJ-PK IMP FUND	25,000.00
100-0912-580-000	TRNS OUT-DS 2011 SERIES	98,550.00
100-0913-580-000	TRNS OUT-DS 2014 REFUNDING	145,600.00
100-0998-580-000	DEVELOPER REIMBURSEMENTS	25,000.00
	TOTAL ECO DEV ACTIVITIES	<u>633,132.00</u>
	TOTAL GENERAL FUND EXPENSES	<u>10,943,002.00</u>
	GENERAL FUND DEFICIT/(-)SURPLUS	0.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
<b>PARK IMPROVEMENT FUND</b>		
101-4000-000-000	PARK DONATIONS-UTILITY BILLING	- 9,800.00
101-4800-000-000	INVESTMENT INCOME	- 5,300.00
101-4899-000-000	PARK PROJECTS-EDC TRNS IN	- 25,000.00
	Subtotal	- 30,300.00
101-4996-000-000	USE OF PRIOR YR RESTRICTED FB	- 65,475.00
	<b>TOTAL PARK IMPROVEMENT REVENUES</b>	<b>- 105,575.00</b>
101-0210-500-000	MISCELLANEOUS SUPPLIES	1,000.00
101-0407-500-000	PARK MAINTENANCE	12,000.00
101-0599-500-000	OTHER SERVICES	250.00
101-0601-500-000	BAD DEBTS	75.00
101-0800-500-000	CHARBONNEAU PARK	30,500.00
101-0801-500-000	DAKOTA PARK	250.00
101-0802-500-000	GRAND LAKE PARK	250.00
101-0804-500-000	LAKE WORTH PARK	25,000.00
101-0806-500-000	NAVAJO PARK	250.00
101-0807-500-000	RAYL PARK	5,000.00
101-0809-500-000	TELEPHONE ROAD PARK	25,000.00
101-0810-500-000	PARK IMPROVEMENTS	6,000.00
	<b>TOTAL PARK IMPROVEMENT EXPENSES</b>	<b>105,575.00</b>
	<b>PARK IMPRV FUND DEFICIT/(-)SURPLUS</b>	<b>0.00</b>

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
<b>CHILD SAFETY FUND</b>		
102-4000-000-000	CHILD SAFETY FEES	- 650.00
102-4800-000-000	INVESTMENT INCOME	- 125.00
102-4996-000-000	USE OF PRIOR YR RESTRICTED FB	- 4,475.00
	TOTAL CHILD SAFETY FUND REVENUES	<u>- 5,250.00</u>
102-0550-500-000	CHILDRENS ALLIANCE PARTNERSHIP	5,000.00
102-0599-500-000	OTHER SERVICES	250.00
	TOTAL CHILD SAFETY FUND EXPENSES	<u>5,250.00</u>
	CHILD SAFETY FUND DEFICIT/(-)SURPLUS	0.00
<b>COURT TECHNOLOGY FUND</b>		
103-4000-000-000	COURT TECHNOLOGY FEES	- 11,000.00
103-4800-000-000	INVESTMENT INCOME	- 100.00
	TOTAL COURT TECH FUND REVENUES	<u>- 11,100.00</u>
103-0210-500-000	MISCELLANEOUS SUPPLIES	500.00
103-0599-500-000	OTHER SERVICES	200.00
103-0951-500-000	IT SUPPORT	10,388.00
	TOTAL COURT TECH FUND EXPENSES	<u>11,088.00</u>
	COURT TECH FUND DEFICIT/(-)SURPLUS	- 12.00
<b>COURT SECURITY FUND</b>		
104-4000-000-000	COURT SECURITY FEE	- 8,250.00
104-4800-000-000	INVESTMENT INCOME	- 800.00
	TOTAL COURT SEC FUND REVENUES	<u>- 9,050.00</u>
104-0531-500-000	SCHOOLS & DUES	300.00
104-0560-500-000	BAILIFF SERVICES	2,000.00
104-0599-500-000	OTHER SERVICES	330.00
	TOTAL COURT SEC FUND EXPENSES	<u>2,630.00</u>
	COURT SEC FUND DEFICIT/(-)SURPLUS	-6,420.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
<b>STREET MAINTENANCE FUND</b>		
107-4800-000-000	INTEREST INCOME	- 27,000.00
107-4996-000-000	USE OF PRIOR YR RESTRICTED FB	- 540,000.00
	TOTAL ST MAINT FUND REVENUES	<u>- 567,000.00</u>
107-0217-525-000	BARRICADES & MARKERS	12,000.00
107-0309-525-000	STREET PROJECTS	380,000.00
107-0318-525-000	CONCRETE REPLACEMENT	175,000.00
	TOTAL ST MAINT FUND EXPENSES	<u>567,000.00</u>
	ST MAINT FUND DEFICIT/(-)SURPLUS	0.00
<b>WATER/SEWER FUND</b>		
200-4400-000-000	WATER SALES	- 1,400,000.00
200-4401-000-000	WATER TAP FEES	- 1,000.00
200-4402-000-000	WATER SERVICE CHARGES	- 59,000.00
200-4403-000-000	SEWER CHARGES	- 985,000.00
200-4404-000-000	SEWER TAP FEES	- 3,000.00
	Subtotal	<u>- 2,448,000.00</u>
200-4500-000-000	BAD DEBTS RECOVERED	- 300.00
200-4800-000-000	INTEREST INCOME	- 22,000.00
200-4814-000-000	GARBAGE BILLING FEE	- 7,500.00
200-4826-000-000	CELL TOWER LEASE INCOME	- 16,790.00
200-4880-000-000	MISCELLANEOUS INCOME	- 7,000.00
200-4899-000-000	CONTRIBUTION - ECO DEV ACTIVITIES	- 169,318.00
	Subtotal	<u>- 222,908.00</u>
200-4904-000-000	TRANSFER IN OTHER FUNDS	- 12,000.00
200-4907-000-000	TRANSFER IN-EDC/1997 SERIES	- 138,414.00
	Subtotal	<u>- 150,414.00</u>
200-4999-000-000	USE OF PRIOR YR UNASSIGNED FB	- 507,994.00
	TOTAL WATER/SEWER FUND REVENUES	<u>- 3,329,316.00</u>
200-0100-505-000	SALARIES	44,621.00
200-0101-505-000	OVERTIME	300.00
200-0102-505-000	INCENTIVE PAY-LONGEVITY	1,038.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
200-0108-505-000	FICA EXPENSE	2,921.00
200-0109-505-000	MEDICARE EXPENSE	683.00
200-0110-505-000	UNEMPLOYMENT TAX	171.00
200-0111-505-000	TMRS EXPENSE	7,589.00
200-0112-505-000	HMO EXPENSE	9,964.00
200-0113-505-000	DENTAL BENEFITS	178.00
200-0114-505-000	LIFE INSURANCE	111.00
200-0115-505-000	WORKERS' COMPENSATION	114.00
200-0116-505-000	OTHER BENEFITS	114.00
200-0117-505-000	VISION INSURANCE	64.00
200-0118-505-000	CERTIFICATION PAY	300.00
200-0124-505-000	VACATION BUY BACK	855.00
200-0209-505-000	JANITORIAL SUPPLIES	900.00
200-0210-505-000	MISCELLANEOUS SUPPLIES	1,400.00
200-0213-505-000	OFFICE SUPPLIES	1,400.00
200-0214-505-000	POSTAGE	12,500.00
200-0215-505-000	PRINTING	1,200.00
200-0300-505-000	BUILDING MAINTENANCE	7,000.00
200-0320-505-000	LANDSCAPING MAINTENANCE	150.00
200-0400-505-000	EQUIPMENT RENTAL	250.00
200-0402-505-000	OFFICE EQUIPMENT MAINTENANCE	100.00
200-0500-505-000	AUDIT SERVICES	20,000.00
200-0501-505-000	CODE BOOK UPDATE	3,000.00
200-0511-505-000	ENGINEERING	3,000.00
200-0517-505-000	INSURANCE DEDUCTIBLES	1,000.00
200-0518-505-000	GENERAL INSURANCE	8,665.00
200-0523-505-000	LEGAL SERVICES	8,000.00
200-0526-505-000	POSTAGE METER RENTAL	940.00
200-0527-505-000	PUBLICATIONS	300.00
200-0528-505-000	LEGAL NOTICES	1,000.00
200-0530-505-000	JANITORIAL SERVICES	2,800.00
200-0531-505-000	SCHOOLS/DUES	5,000.00
200-0532-505-000	RECORDS MANAGEMENT	2,000.00
200-0535-505-000	TELEPHONE	3,750.00
200-0537-505-000	TRAVEL/LODGING	3,000.00
200-0538-505-000	UTILITIES-ELECTRIC	11,000.00
200-0546-505-000	UTILITIES-WTR/SWR	900.00
200-0547-505-000	UTILITIES-GAS	675.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
200-0597-505-000	HUMAN RESOURCE SERVICES	100.00
200-0598-505-000	BILLING SERVICES	4,100.00
200-0599-505-000	OTHER SERVICES	3,000.00
200-0601-505-000	BAD DEBTS	3,000.00
200-0620-505-000	CONTINUING DISCLOSURE	1,000.00
200-0700-505-000	MINOR EQUIPMENT-OFFICE	200.00
200-0706-505-000	2009 RFNDG INTEREST (97A&B)	2,714.00
200-0822-505-000	2009 RFNDG PRINCIPLE (97A&B)	135,700.00
200-0823-505-000	2009 TWDB PRINCIPLE	14,000.00
200-0903-505-000	TRNS OUT-DS 2011 SERIES	98,550.00
200-0904-505-000	TRNS OUT-DS 2009 SERIES	81,243.00
200-0951-505-000	TRANSFER OUT-IT SUPPORT	13,213.00
	TOTAL ADMINISTRATION	<u>525,773.00</u>
200-0100-700-000	SALARIES	102,852.00
200-0102-700-000	LONGEVITY PAY	1,128.00
200-0108-700-000	FICA EXPENSE	6,571.00
200-0109-700-000	MEDICARE EXPENSE	1,537.00
200-0110-700-000	UNEMPLOYMENT TAX	513.00
200-0111-700-000	TMRS EXPENSE	17,072.00
200-0112-700-000	HMO EXPENSE	19,928.00
200-0113-700-000	DENTAL BENEFITS	355.00
200-0114-700-000	LIFE INSURANCE	221.00
200-0115-700-000	WORKERS' COMPENSATION	3,232.00
200-0116-700-000	OTHER BENEFITS	228.00
200-0117-700-000	VISION INSURANCE	127.00
200-0118-700-000	CERTIFICATION PAY	600.00
200-0124-700-000	VACATION BUY BACK	1,397.00
200-0201-700-000	CHEMICALS	16,000.00
200-0210-700-000	MISCELLANEOUS SUPPLIES/TOOLS	500.00
200-0213-700-000	OFFICE SUPPLIES	60.00
200-0214-700-000	POSTAGE	60.00
200-0215-700-000	PRINTING	1,300.00
200-0219-700-000	UNIFORMS	975.00
200-0222-700-000	SAFETY	150.00
200-0408-700-000	WELL SITE MAINTENANCE/INSPECT.	23,000.00
200-0502-700-000	COMPUTER SOFTWARE-CONTRACTS	2,500.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
200-0509-700-000	ELECTRICAL PUMP POWER	27,000.00
200-0518-700-000	GENERAL INSURANCE	2,115.00
200-0535-700-000	TELEPHONE	1,600.00
200-0540-700-000	WATER TESTING	9,000.00
200-0541-700-000	WATER PURCHASE	675,000.00
200-0542-700-000	GROUNDWATER PRODUCTION FEES	8,500.00
200-0590-700-000	FW RADIO TRUNKING	864.00
200-0597-700-000	HUMAN RESOURCE SERVICES	200.00
200-0850-700-000	CHLORAMINE PROJECT	8,000.00
	TOTAL WATER SUPPLY	<u>932,585.00</u>
200-0100-710-000	SALARIES	123,610.00
200-0101-710-000	OVERTIME	22,000.00
200-0102-710-000	INCENTIVE PAY-LONGEVITY	1,518.00
200-0107-710-000	ON CALL PREMIUM PAY	7,760.00
200-0108-710-000	FICA EXPENSE	9,808.00
200-0109-710-000	MEDICARE EXPENSE	2,294.00
200-0110-710-000	UNEMPLOYMENT TAX	684.00
200-0111-710-000	TMRS EXPENSE	25,482.00
200-0112-710-000	HMO EXPENSE	34,932.00
200-0113-710-000	DENTAL BENEFITS	533.00
200-0114-710-000	LIFE INSURANCE	332.00
200-0115-710-000	WORKERS' COMPENSATION	4,824.00
200-0116-710-000	OTHER BENEFITS	342.00
200-0117-710-000	VISION INSURANCE	191.00
200-0118-710-000	CERTIFICATION PAY	2,400.00
200-0124-710-000	VACATION BUY BACK	898.00
200-0208-710-000	GAS AND OIL	12,500.00
200-0210-710-000	MISCELLANEOUS SUPPLIES/TOOLS	1,000.00
200-0213-710-000	OFFICE	100.00
200-0219-710-000	UNIFORMS	2,250.00
200-0222-710-000	SAFETY	250.00
200-0300-710-000	BUILDING MAINTENANCE	1,500.00
200-0313-710-000	WATER MAINS MAINTENANCE	20,000.00
200-0314-710-000	WATER LINE FLUSHING	4,000.00
200-0315-710-000	GF REIMBURSE FOR W&S IMPROVMTS	5,000.00
200-0403-710-000	OTHER EQUIPMENT MAINTENANCE	6,500.00
200-0406-710-000	VEHICLE MAINTENANCE	5,000.00



**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
200-0502-710-000	COMPUTER SOFTWARE-CONTRACTS	3,100.00
200-0514-710-000	EQUIPMENT RENTAL	500.00
200-0521-710-000	VEHICLE INSURANCE	3,530.00
200-0531-710-000	SCHOOLS/DUES	1,500.00
200-0535-710-000	TELEPHONE	1,600.00
200-0537-710-000	TRAVEL/LODGING	2,000.00
200-0538-710-000	UTILITIES-ELECTRIC	2,400.00
200-0546-710-000	UTILITIES-WTR/SWR	100.00
200-0547-710-000	UTILITIES-GAS	1,000.00
200-0590-710-000	FW RADIO TRUNKING	864.00
200-0597-710-000	HUMAN RESOURCE SERVICES	100.00
200-0599-710-000	OTHER SERVICES	600.00
200-0701-710-000	MINOR TOOLS	3,400.00
200-0802-710-000	EQUIPMENT	12,000.00
200-0806-710-000	WATER METERS & HYDRANTS	50,000.00
200-0895-710-000	VRF CONTRIBUTION	41,800.00
	TOTAL WATER DISTRIBUTION	<u>420,202.00</u>
200-0100-720-000	SALARIES	41,906.00
200-0102-720-000	INCENTIVE PAY-LONGEVITY	390.00
200-0108-720-000	FICA EXPENSE	2,728.00
200-0109-720-000	MEDICARE EXPENSE	638.00
200-0110-720-000	UNEMPLOYMENT TAX	171.00
200-0111-720-000	TMRS EXPENSE	7,088.00
200-0112-720-000	HMO EXPENSE	9,964.00
200-0113-720-000	DENTAL BENEFITS	178.00
200-0114-720-000	LIFE INSURANCE	111.00
200-0115-720-000	WORKERS' COMPENSATION	3,167.00
200-0116-720-000	OTHER BENEFITS	114.00
200-0117-720-000	VISION INSURANCE	64.00
200-0118-720-000	CERTIFICATION PAY	900.00
200-0124-720-000	VACATION BUY BACK	803.00
200-0201-720-000	CHEMICALS	3,000.00
200-0210-720-000	MISCELLANEOUS SUPPLIES/TOOLS	800.00
200-0213-720-000	OFFICE	50.00
200-0219-720-000	UNIFORMS	750.00
200-0222-720-000	SAFETY	6,500.00
200-0301-720-000	CDBG PROJECT	50,000.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
200-0307-720-000	SEWER LINE MAINTENANCE	5,000.00
200-0403-720-000	OTHER EQUIPMENT MAINTENANCE	2,500.00
200-0407-720-000	LIFT STATION EQUIP MAINT	48,000.00
200-0502-720-000	COMPUTER SOFTWARE-CONTRACTS	2,500.00
200-0514-720-000	EQUIPMENT RENTAL	500.00
200-0516-720-000	FT WORTH SEWER CHARGE	660,000.00
200-0518-720-000	GENERAL INSURANCE	5,510.00
200-0531-720-000	SCHOOLS/DUES	1,000.00
200-0538-720-000	UTILITIES-ELECTRIC	42,500.00
200-0540-720-000	SEWER SAMPLES	2,400.00
200-0546-720-000	UTILITIES-WTR/SWR	15.00
200-0590-720-000	FW RADIO TRUNKING	434.00
200-0597-720-000	HUMAN RESOURCE SERVICES	75.00
200-0702-720-000	MINOR EQUIPMENT	1,000.00
200-0802-720-000	EQUIPMENT	400,000.00
200-0815-720-000	CAPITAL SEWER LINE IMPRV	150,000.00
	TOTAL SEWER	<u>1,450,756.00</u>
	TOTAL WATER/SEWER FUND EXPENSES	<u>3,329,316.00</u>
	WATER/SEWER FUND DEFICIT/(-)SURPLUS	0.00

**CITY OF LAKE WORTH  
ADOPTED BUDGET FOR  
FISCAL YEAR ENDING 09/30/19**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ADOPTED BUDGET
<b>DEBT SERVICE FUND</b>		
300-4000-000-000	CURRENT TAXES	- 1,175,356.00
300-4001-000-000	DELINQUENT TAXES	- 10,000.00
300-4004-000-000	PENALTY AND INTEREST	- 12,000.00
300-4800-000-000	INVESTMENT INCOME	- 7,500.00
300-4918-000-000	TRNS IN WS-2009 RFNDG (1999)	- 81,243.00
300-4924-000-000	TRNS IN-EDC 2011 REFUNDING	- 98,550.00
300-4925-000-000	TRNS IN-WS 2011 REFUNDING	- 98,550.00
300-4926-000-000	TRNS IN-EDC 2014 REFUNDING	- 145,600.00
300-4996-000-000	USE OF PRIOR YR RESTRICTED FB	- 51,000.00
	<b>TOTAL DEBT SERVICE FUND REVENUES</b>	<b>- 1,679,799.00</b>
300-0599-500-000	OTHER SERVICES	110.00
300-0854-500-000	SERIES 2009 RFNDG PRINCIPAL	159,300.00
300-0855-500-000	SERIES 2009 RFNDG INTEREST	3,186.00
300-0856-500-000	SERIES 2011 RFNDG PRINCIPAL	280,000.00
300-0857-500-000	SERIES 2011 RFNDG INTEREST	26,250.00
300-0858-500-000	SERIES 2014 RFNDG PRINCIPAL	370,000.00
300-0859-500-000	SERIES 2014 RFNDG INTEREST	66,801.00
300-0860-500-000	SERIES 2017 RFNDG PRINCIPAL	490,000.00
300-0861-500-000	SERIES 2017 RFNDG INTEREST	261,038.00
300-0900-500-000	PAYING AGENT FEES	1,116.00
	<b>TOTAL DEBT SERVICE FUND EXPENSES</b>	<b>1,657,801.00</b>
	<b>DEBT SERVICE FUND DEFICIT/(-)SURPLUS</b>	<b>- 21,998.00</b>
<b>HOTEL/MOTEL TAX FUND</b>		
600-4013-000-000	HOTEL TAX REVENUE	- 210,000.00
600-4014-000-000	HOTEL TAX DISCOUNTS	2,100.00
600-4800-000-000	INVESTMENT INCOME	- 12,000.00
	<b>TOTAL HOTEL/MOTEL TAX FUND REVENUES</b>	<b>- 219,900.00</b>
600-0523-505-000	ATTORNEY FEES	3,000.00
600-0599-505-000	OTHER SERVICES	5,000.00
600-0607-505-000	BEST WESTERN	28,097.00
600-0905-505-000	ADMIN FEES-GENERAL FUND	72,371.00
	<b>TOTAL HOTEL/MOTEL TAX FUND EXPENSES</b>	<b>108,468.00</b>
	<b>HOTEL/MOTEL TAX FUND DEFICIT/(-)SURPLUS</b>	<b>-111,432.00</b>

## Lake Worth City Council Meeting – September 11, 2018

### Agenda Item No. F.2

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**From:** Stacey Almond, City Manager

**Item:** Discuss and consider Ordinance No. 1125, fixing and levying municipal ad valorem taxes for the fiscal year beginning October 1, 2018, and ending September 30, 2019, and for each year thereafter until otherwise provided, at the rate of \$0.434806 per \$100 assessed valuation on all taxable property within the corporate limits of the City of Lake Worth as of January 1, 2018; and adopting the 2018 tax rolls.

**Summary:**

The Tarrant Appraisal District provides final appraisal rolls during the budget process that are utilized by the City in the calculation of the City's property tax revenues. The Chief Appraiser certifies the appraisal rolls that allow the City to calculate and submit the effective rollback tax rates and estimate revenues.

This ordinance apportions the tax levy for the purpose of defraying the current expenses of the General Fund; provides for the collection and payment of taxes, and assesses penalties and interest for the nonpayment of taxes within the time set.

State Law requires that the City publish a "Notice of Proposed Property Tax Rate" in its official newspaper. The notice was published in the Fort Worth Star Telegram on Friday, August 3, 2018, and has been posted to the website.

**Fiscal Impact:**

Proposed tax revenues for FY 2018-2019 – \$2,076,656

**Attachments:**

1. Ordinance No. 1125

**Recommended Motion or Action:**

Move to approve fixing and levying municipal ad valorem taxes for the fiscal year beginning October 1, 2018, and ending September 30, 2019, and for each year thereafter until otherwise provided, at the rate of \$0.434806 per \$100 assessed valuation on all taxable property within the corporate limits of the City of Lake Worth as of January 1, 2018; and adopting the 2018 tax rolls.

**ORDINANCE NO. 1125**

**AN ORDINANCE OF THE CITY OF LAKE WORTH, TEXAS, AFFIXING AND LEVYING MUNICIPAL AD VALOREM TAXES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019, AND FOR EACH YEAR THEREAFTER UNTIL OTHERWISE PROVIDED ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF LAKE WORTH, AS OF JANUARY 1, 2018, TO PROVIDE REVENUES FOR THE PAYMENT OF CURRENT EXPENSES AND ALL OUTSTANDING DEBTS OF THE CITY; DIRECTING THE ASSESSMENT THEREOF; PROVIDING FOR DUE DATES AND DELINQUENT DATES FOR PAYMENT OF TAXES TOGETHER WITH PENALTIES AND INTEREST THEREON; PROVIDING FOR PLACE OF PAYMENT; PROVIDING FOR APPROVAL OF THE TAX ROLLS PRESENTED TO THE CITY COUNCIL; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY CLAUSE AND DECLARING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Lake Worth is a home rule city acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, the City Council of the City of Lake Worth, Texas (hereinafter referred to as the City) hereby finds that the tax for the fiscal year beginning October 1, 2018, and ending September 30, 2019, hereinafter levied for current expenses of the City and the general improvements of the City and its property, must be levied to provide the revenue requirement for the budget for the ensuing year; and

**WHEREAS**, the City Council has approved by a separate ordinance adopted on the 11<sup>th</sup> day of September 2018 the budget for the fiscal year beginning October 1, 2018, and ending September 30, 2019; and

**WHEREAS**, the City Council provided Notice of 2018 Tax Year Proposed Property Tax Rate on August 8, 2018 as required by law; and

**WHEREAS**, all statutory and constitutional requirements concerning the levying and assessing of ad valorem taxes have been complied with.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAKE WORTH, TEXAS THAT:**

## **SECTION 1.**

All of the above premises are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.

## **SECTION 2.**

The real and personal property tax appraisal rolls as certified by the Chief Appraiser of the Tarrant Appraisal District to the City Council for the 2018 tax year are hereby accepted.

## **SECTION 3.**

There is hereby levied and ordered to be assessed and collected for the fiscal year beginning October 1, 2018, and ending September 30, 2019, and for each fiscal year thereafter until it be otherwise provided and ordained, on all taxable property, real, personal and mixed, situated within the corporate limits of the City of Lake Worth, Texas, and not exempt from taxation by the constitution of the State of Texas and valid state laws, an ad valorem tax rate of \$0.434806 on each One Hundred Dollars (\$100.00) assessed value of taxable property, which tax rate is apportioned and distributed as follows:

- A. For the purpose of defraying the current maintenance and operation expenses of the City (General Fund), a tax of \$0.190877 on each One Hundred Dollars (\$100.00) assessed value of all taxable property.
- B. For the purpose of creating a Debt Service Fund to pay the interest and principle on all outstanding indebtedness, a tax of \$0.243929 on each One Hundred Dollars (\$100.00) assessed value of all taxable property within the City which shall be applied to the payment of such interest and maturities of all outstanding bonded indebtedness.

## **SECTION 4.**

**THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**

## **SECTION 5.**

**THE TAX RATE WILL EFFECTIVELY BE RAISED BY 7.49 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$5.04**

## **SECTION 6.**

All monies collected and hereby appropriated are set apart for the specific purposes indicated and the funds shall be accounted for in such a manner as to readily show balances at any time.

## **SECTION 7.**

All ad valorem taxes shall become due and payable on October 1, 2018, and all ad valorem taxes for the year shall become delinquent after January 31, 2019. There shall be no discount for payment of taxes prior to January 31, 2019. Payment of such taxes shall be due in one full installment except as otherwise required by law. A delinquent tax shall incur all penalty and interest authorized by State Law, Section 33.01 of the Property Tax Code.

## **SECTION 8.**

Taxes herein levied and uncollected as of January 1, 2019, shall be a first and prior lien against the property, which lien shall be superior and prior to all other liens.

## **SECTION 9.**

Taxes are payable at the offices of the County Tax Assessor-Collector. The County shall have available all rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

## **SECTION 10.**

Pursuant to the authority granted by Section 33.07 of the Texas Tax Code, in the event that 2018 taxes and taxes for all subsequent years become delinquent on or after February 1 but not later than May 1 of the year in which they become delinquent, and in the event such delinquent taxes are referred to an attorney for collection, an additional amount of twenty percent (20%) of the total amount of tax, penalty and interest then due shall be added as collection costs to be paid by the taxpayer, for all taxes delinquent on or after July 1, 2019.

## **SECTION 11.**

Pursuant to the authority granted by Section 33.08 of the Texas Tax Code, the City further provides that all 2018 taxes and taxes for all subsequent years that become delinquent on or after June 1 of the year in which they become delinquent shall, in order to defray the costs of collection, incur an additional 20% of the delinquent tax, penalty and interest.

## **SECTION 12.**

Any and all ordinances, resolutions, rules, regulations, policies or provisions inconsistent or in conflict with the provisions of this ordinance are hereby expressly repealed and rescinded to the extent of the inconsistency or conflict.

## **SECTION 13.**

It is hereby declared to be the intention of the City Council that if any of the phrases, clauses, sentences, paragraphs and sections of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clauses, sentence, paragraph or section.

## **SECTION 14.**

This ordinance shall be in full force and effect from and after its passage and it is so ordained.

**PASSED AND APPROVED** on this 11th day of September 2018.

**CITY OF LAKE WORTH:**

\_\_\_\_\_  
Walter Bowen, Mayor

**ATTEST:**

\_\_\_\_\_  
Monica Solko, TRMC  
City Secretary

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Drew Larkin, City Attorney



## Lake Worth City Council Meeting – September 11, 2018

### Agenda Item No. F.3

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**From:** Stacey Almond, City Manager

**Item:** Discuss and consider Ordinance No. 1127, approving a water and sewer rate increase.

**Summary:**

City Council authorized a water and sewer rate study at the June 12, 2018 regular Council meeting. The last rate increase performed by the city was in November 2013. The city engaged Carolyn Marshall, CPA to perform the study and the finding of her evaluation were provided to the City Council at the August 10, 2018 Budget Workshop. The recommendations staff made to the Council were as follows:

**Water:**

1. Maintain the ready for service fee (\$7.50);
2. Move from a 3 Tier billing system to a 4 Tier billing system (based upon consumption);
3. Add depreciation of assets to revenues needed.

At current rates the analysis showed a 14% loss in revenues versus expenditures. Staff proposed the following rate structure to eliminate the deficit:

	Res.	Comm.
RFS	\$7.50	\$15.50
1K-5K	\$3.10	\$5.35
6K-10K	\$3.16	\$5.46
11K-30K	\$3.23	\$5.57
>31K	\$3.29	\$5.68

**Sewer:**

1. Add depreciation of assets to revenues needed.

At current rates the analysis showed a 30% loss in revenues versus expenditures. Staff proposed the following rate increase to eliminate the deficit:

	Res.	Comm.
RFS	\$14.95	\$22.10
Per 1,000 Gallons	\$4.29	\$5.72

**Lake Worth City Council Meeting – September 11, 2018**

**Agenda Item No. F.3**

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**Fiscal Impact:**

1. See proposed recommendations and projections

**Attachments:**

1. Ordinance No. 1127

**Recommended Motion or Action:**

Move to approval Ordinance No. 1127, approving a water and sewer rate increase.

## ORDINANCE NO. 1127

**AN ORDINANCE AMENDING CHAPTER 13 OF THE CITY OF LAKE WORTH REVISED CITY CODE (2004) BY REVISING THE RATES FOR WATER SERVICE AND SEWER SERVICE; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Lake Worth, Texas is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, the cost of maintaining and improving Lake Worth's water and sewer system necessitates revising the rate structure for water and sewer services.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAKE WORTH, TEXAS:**

### SECTION 1.

Article 13.100, "Water Service," of Chapter 13, "Utilities," Section 13.107, "Water Rates," of the City of Lake Worth Revised City Code (2004) is hereby amended to read as follows:

13.107 . WATER RATES

The rates for City operated water supply shall be as follows:

(1) **Residential Water Rates/Inside Corporate City Limits:**

Ready for service fee:	\$7.50 per customer
Rates by volume:	
Tier 1 (1K-5K)	\$3.10 per thousand gallons
Tier 2 (6K – 10K)	\$3.16 per thousand gallons
Tier 3 (11K – 30K)	\$3.23 per thousand gallons
Tier 4 (>31K)	\$3.29 per thousand gallons

(2) **Residential Water Rates/Outside Corporate City Limits:**

Ready for service fee:	\$11.25 per customer
Rates by volume:	
Tier 1 (1K – 5K)	\$4.65 per thousand gallons
Tier 2 (6K – 10K)	\$4.74 per thousand gallons
Tier 3 (11K – 30K)	\$4.85 per thousand gallons
Tier 4 (>31K)	\$4.94 per thousand gallons

(3) **Commercial Water Rates/Inside Corporate City Limits:**

Ready for service fee:	\$15.50 per customer
Rates by volume:	

Tier 1 (1K – 5K)	\$5.35 per thousand gallons
Tier 2 (6K – 10K)	\$5.46 per thousand gallons
Tier 3 (11K – 30K)	\$5.57 per thousand gallons
Tier 4 (>31K)	\$5.68 per thousand gallons

(4) **Commercial Water Rates/Outside Corporate City Limits:**

Ready for service fee: \$23.25 per customer

Rates by volume:

Tier 1 (1K – 5K)	\$8.03 per thousand gallons
Tier 2 (6K – 10K)	\$8.19 per thousand gallons
Tier 3 (11K – 30K)	\$8.36 per thousand gallons
Tier 4 (>31K)	\$8.52 per thousand gallons

(5) **Fire Hydrant/Construction Meter Rates/Inside Corporate City Limits:**

Ready for service fee: \$25.00 per customer

Rates by volume:

Tier 1 (1K – 5K)	\$5.35 per thousand gallons
Tier 2 (6K – 10K)	\$5.46 per thousand gallons
Tier 3 (11K – 30K)	\$5.57 per thousand gallons
Tier 4 (>31k)	\$5.68 per thousand gallons

(6) **Fire Hydrant/Construction Meter Rates/Outside Corporate City Limits:**

Ready for service fee: \$37.50 per customer

Rates by volume:

Tier 1 (1K – 5K)	\$8.03 per thousand gallons
Tier 2 (6K – 10K)	\$8.19 per thousand gallons
Tier 3 (11K – 30K)	\$8.36 per thousand gallons
Tier 4 (>31K)	\$8.52 per thousand gallons

- (7) City municipal facilities/locations that have water service shall be charged at the same commercial water rates as other commercial accounts.

## SECTION 2.

Chapter 13, “Utilities,” Article 13.300, “Sewer Service,” of the Lake Worth City Code is hereby amended by revising Subsections(b) (1)-(4) of Section 13.304 “Sewer Service Charges” to read as follows:

(b) Rates for Sewerage Service in the City:

**(1) Residential Monthly Service Charge:**

Monthly Service Charge: \$14.95 per customer

**(2) Commercial Monthly Service Charge:**

Monthly Service Charge: \$22.10 per customer

**(3) Residential Sewer Rates:**

Monthly Volume Charge: \$4.29 per 1,000 gallons of water used

**(4) Commercial Sewer Rates:**

Monthly Volume Charge: \$5.72 per 1,000 gallons of water used

**SECTION 3.**

The rates for water and sewer service adopted herein shall be effective with the next billing cycle following the adoption of this ordinance and following thirty (30) day's notice to outside city limit water accounts, whichever is greater.

**SECTION 4.**

This ordinance shall be cumulative of all provisions of ordinances of the City of Lake Worth, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

**SECTION 5.**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

**SECTION 6.**

This ordinance shall be in full force and effect from and after its passage as required by law, and it is so ordained.

**PASSED AND APPROVED** on the 11th day of September 2018.

**CITY OF LAKE WORTH**

By: \_\_\_\_\_  
Walter Bowen, Mayor

**ATTEST:**

\_\_\_\_\_  
Monica Solko, City Secretary

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Drew Larkin, City Attorney

City of Lake Worth  
Revenues Needed From Water Rates

	FYE 2019 Estimated Budget
<b>O&amp;M</b>	
Personnel	433,886
Supplies	45,359
Maintenance	57,697
Equipment Maintenance	11,705
Services	117,342
Other	57,459
Transfers	<u>113,295</u>
<b>Total O&amp;M</b>	836,743
Water Purchases	675,000
Debt	87,874
Depreciation (*)	<u>100,000</u>
	862,874
Total Revenue Needed	1,699,617
<b>Less other Revenues</b>	
Water Tap Fees	1,000
Water Service Charges	59,000
Bad Debt Recovered	176
Interest Income	12,914
Garbage Billing Fee	4,403
Cell Tower Leases	9,856
Miscellaneous	4,109
Contribution-EDC	99,390
Transfer In-EDC/1997 Series	81,249
Total Other Revenue	272,097
Total needed from Rates	1,427,520

(\*) Not a budgeted expense  
5-Year Average - \$148,866

# City of Lake Worth

## Water Rate Analysis

### August 2018

		Current Rates			Rate Option 1			Rate Option 2		
		Revenue	Diff (Amt)	Diff (%)	Revenue	Diff (Amt)	Diff (%)	Revenue	Diff (Amt)	Diff (%)
Revenues needed	1,427,520	1,254,053	-173,467	-14%	1,437,129	9,609	1%	1,433,877	6,357	0%

#### Customer Billing Impact

Customer Type	Consump	Current Rates	Option 1 Rates	Option 2 Rates
Residential	1000	\$ 10.60	\$ 10.60	\$ 11.98
Residential	5000	\$ 23.00	\$ 23.00	\$ 26.00
Residential	10000	\$ 38.50	\$ 38.81	\$ 43.51
Residential	15000	\$ 56.50	\$ 54.94	\$ 63.85
Residential	20000	\$ 74.50	\$ 71.06	\$ 84.19
Residential	35000	\$ 131.75	\$ 119.76	\$ 148.88
Commercial	1000	\$ 20.85	\$ 20.85	\$ 23.57
Commercial	5000	\$ 42.25	\$ 42.25	\$ 47.75
Commercial	10000	\$ 69.00	\$ 69.54	\$ 77.98
Commercial	15000	\$ 98.25	\$ 97.37	\$ 111.03
Commercial	20000	\$ 127.50	\$ 125.20	\$ 144.08
Commercial	35000	\$ 218.50	\$ 209.25	\$ 246.91

#### Water Rate Option 1

Additional tier. No change to tier 1 rate. Tier rates increase by 2%. No increase to ready for service fee.

#### Water Rate Option 2

No change in tiers. Increase in all tier rates by 13%. Increase in ready for service fee by 13%.



## City of Lake Worth Water Rate Options

Current Rates			
	Res		Comm
Ready for			
Service	\$	7.50	\$ 15.50
1K-10K	\$	3.10	\$ 5.35
11K-30K	\$	3.60	\$ 5.85
>31K	\$	4.25	\$ 6.50

Option 1 Rates			
	Res		Comm
Ready for			
Service	\$	7.50	\$ 15.50
1K-5K	\$	3.10	\$ 5.35
6-10K	\$	3.16	\$ 5.46
11K-30K	\$	3.23	\$ 5.57
>31K	\$	3.29	\$ 5.68

Option 2 Rates			
	Res		Comm
Ready for			
Service	\$	8.48	\$ 17.52
1K-10K	\$	3.50	\$ 6.05
11K-30K	\$	4.07	\$ 6.61
>31K	\$	4.80	\$ 7.35

City of Lake Worth  
Revenues Needed From Sewer Rates

	FYE 2019 Estimated Budget
<b>O&amp;M</b>	
Personnel	96,728
Supplies	18,286
Maintenance	57,953
Equipment Maintenance	50,645
Services	168,895
Other	81,363
Equipment	<u>152,203</u>
<b>Total O&amp;M</b>	626,073
Sewer Charge	660,000
Debt	61,826
Depreciation (*)	<u>80,000</u>
	801,826
Total Revenue Needed	1,427,899
<b>Less other Revenues</b>	
Sewer Tap Fees	3,000
Bad Debt Recovered	124
Interest Income	9,086
Garbage Billing Fee	3,097
Cell Tower Leases	6,934
Miscellaneous	2,891
Contribution-EDC	69,928
Transfer In-EDC/1997 Series	<u>57,165</u>
Total Other Revenue	152,225
Total needed from Rates	1,275,674

(\*) Not a budgeted expense  
5-Year Average - \$185,401

# City of Lake Worth

## Sewer Rate Analysis

### August 2018

		Current Rates			Proposed Rate		
		Revenue	Diff (Amt)	Diff (%)	Revenue	Diff (Amt)	Diff (%)
Revenues needed	1,275,674	979,740	-295,934	-30%	1,437,129	161,455	11%

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Customer Billing Impact			
Customer Type	Consump	Current Rates	Proposed Rates
Residential	1000	\$ 14.80	\$ 19.24
Residential	5000	\$ 28.00	\$ 36.40
Residential	10000	\$ 44.50	\$ 57.85
Residential	15000	\$ 61.00	\$ 79.30
Residential	20000	\$ 64.30	\$ 83.59
Residential	35000	\$ 64.30	\$ 83.59
Commercial	1000	\$ 21.40	\$ 27.82
Commercial	5000	\$ 39.00	\$ 50.70
Commercial	10000	\$ 61.00	\$ 79.30
Commercial	15000	\$ 83.00	\$ 107.90
Commercial	20000	\$ 105.00	\$ 136.50
Commercial	35000	\$ 171.00	\$ 222.30

Sewer Proposed Rate  
Increase in rate charge and ready for service fee by 30%.

*NOTE: Residential consumption used would be a winter quarter average and the sewer charge is capped at the rate for 16,000 gallons of consumption.*

**City of Lake Worth  
Sewer Rate Options**

Current Rates			
	Res		Comm
Ready for			
Service	\$	11.50	\$ 17.00
per 1,000	\$	3.30	\$ 4.40

Proposed Rates			
	Res		Comm
Ready for			
Service	\$	14.95	\$ 22.10
per 1,000	\$	4.29	\$ 5.72

## Lake Worth City Council Meeting – September 11, 2018

### Agenda Item No. F.4

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**From:** Debbie Whitley, Asst. City Manager/Director of Finance

**Item:** Discuss and consider Ordinance No. 1126, amending the FY 2017/2018 budget for the Water/Sewer Fund.

**Summary:**

On April 10, 2018 Council approved a chloramine conversion design contract with Kimley-Horn & Associates. With the progression of their work, Kimley-Horn has been able to provide an OPCC (Opinion of Probable Construction Cost) for the chloramine conversion project and staff is requesting a budget amendment to appropriate funding for it.

**Fiscal Impact:**

Water/Sewer Fund – \$123,000 increase in budgeted expenses.

The mid-year review of the Water/Sewer Fund budget indicates an anticipated surplus of \$259,199, so funding is available for the chloramine conversion project.

**Attachments:**

1. Ordinance No. 1126 amending FY 2017/2018 Budget for the Water/Sewer Fund

**Recommended Motion or Action:**

Move to approve Ordinance No. 1126, amending the FY 2017/2018 budget for the Water/Sewer Fund.

**ORDINANCE NO. 1126**

**AN ORDINANCE OF THE CITY OF LAKE WORTH, TEXAS, ADOPTING A BUDGET AMENDMENT TO THE ORIGINAL OPERATING BUDGET OF THE CITY OF LAKE WORTH, TEXAS, FOR THE FISCAL YEAR 2017/2018; PROVIDING FOR SUPPLEMENTAL APPROPRIATION AND/OR TRANSFER OF CERTAIN FUNDS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, by Ordinance No. 1093, the City Council of the City of Lake Worth, Texas, adopted its budget for FY 2017/2018; and

**WHEREAS**, the City Council has determined that the budgeted expenses for the Water/Sewer Fund require amendment to increase expenditures related to a chloramine conversion project; and

**WHEREAS**, Section 102.010 of the Local Government Code and Section 5.01 of the Lake Worth City Charter allow the City Council to make changes to the budget for municipal purposes; and

**WHEREAS**, the City Council desires to amend Ordinance No. 1093 to reflect a supplemental appropriation and/or transfer in the fiscal year 2017/2018.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAKE WORTH, TEXAS:**

**Section 1:** The original Water/Sewer Fund operating budget for FY 2017/2018 for the City of Lake Worth, Texas is hereby amended as follows:

**ADD:**

**\$123,000 to the Water/Sewer Fund Expenses**

#200-0805-700-000	Chloramine Project	\$123,000
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Reason (pursuant Section 5.01(e) of the City Charter, as amended):  
The Texas Commission on Environmental Quality (TCEQ) requires the water entering our system to be treated with chloramine; the City currently uses chlorine to treat the water.

**Section 2:** A true and correct copy of this ordinance showing the approved budget amendments shall be filed with the City Secretary and in the office of the County Clerk of Tarrant County, Texas, as required by Section 102.009 of the Local Government Code. In addition, the City Secretary is hereby directed to ensure that a true and correct copy of the approved budget amendment is posted on the City's website.

**Section 3:** In the event any clause, phrase, provision, sentence, or part of this ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Lake Worth, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**Section 4:** This Ordinance shall be in full force and effect from and after its passage, and it is so ordained.

**PASSED AND APPROVED** on this the 11th day of September 2018.

**CITY OF LAKE WORTH**

By: \_\_\_\_\_  
Walter Bowen, Mayor

**ATTEST:**

\_\_\_\_\_  
Monica Solko, City Secretary

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Drew Larkin, City Attorney

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Debbie Whitley, ACM/Director of Finance

## Lake Worth City Council Meeting – September 11, 2018

### Agenda Item No. F.5

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**From:** Debbie Whitley, Asst. City Manager/Director of Finance

**Item:** Discuss and consider Resolution No. 2018-30, establishing a fund balance commitment for various capital projects in the General and Water/Sewer Funds.

**Summary:**

There are multiple major projects that were funded and initiated in the current budget year that cannot be completed prior to September 30, 2018. Staff is requesting that remaining budget balances for these projects be committed for appropriation in the future to complete them. The General Fund projects are the 16" Force Main and Azle Avenue. The Water/Sewer Fund projects are the Chloramine Conversion and Inflow & Infiltration projects.

**Fiscal Impact:**

See attached spreadsheet.

**Attachments:**

1. Spreadsheet showing budget/expense transactions for projects
2. Resolution No. 2018-30

**Recommended Motion or Action:**

Move to approve Resolution No. 2018-30 establishing a fund balance commitment for various capital projects in the General and Water/Sewer Funds.



CITY OF LAKE WORTH  
 COMMITTED FUND BALANCE WORKSHEET  
 RESOLUTION NO. 2018-30

**General Fund**

Project Description	2017/2018 Adopted Budget Amt	EDC Budget Amend	EDC Expended	Budget Transfer to GF	Budget Amend May 2018	GF Expended thru Aug 2018	Transfer Prop Purchase Budget (*)	Estimated Committed Fund Balance
16" Force Main	0	417,000	(64,000)	353,000	2,000,000	(146,251)	1,097,250	3,303,999
Azle Avenue	0	250,000	(49,000)	201,000		(95,900)		105,100

(\*)Pending Council Approval 09/11/18 this Agenda Item

**WS Fund**

Project Description	2017/2018 Adopted Budget Amt	Budget Amend April 2018	Budget Amend July 2018	Budget Amend Sept 2018 (**)	Expended thru Aug 2018	Estimated Committed Fund Balance
Chloramine	0.00		21,300	123,000	-9,400	134,900
Inflow & Infiltration	0.00	100,000				100,000

## **RESOLUTION NO. 2018-30**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE WORTH, TEXAS, ESTABLISHING A FUND BALANCE COMMITMENT FOR VARIOUS CAPITAL PROJECTS IN THE GENERAL AND WATER/SEWER FUNDS.**

**WHEREAS**, the City of Lake Worth has adopted a fund balance policy; an

**WHEREAS**, the fund balance policy requires formal Council action in the form of a resolution to establish, modify, or rescind a fund balance commitment; and

**WHEREAS**, the City of Lake Worth appropriated funding during the budget year ending September 30, 2018 for various capital projects and expenditures that cannot be completed during the budget year;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE WORTH, TEXAS:**

#### **SECTION I.**

- (a) The City Council of Lake Worth desires that funds appropriated, but unspent, as of September 30, 2018 be established as a fund balance commitment in the General Fund for the budget year ending September 30, 2018 for 16" Force Main and Azle Avenue projects.
- (b) The City Council of Lake Worth desires that funds appropriated, but unspent as of September 30, 2018, for Land Acquisition be established as a fund balance commitment in the General Fund for the budget year ending September 30, 2018 for 16" Force Main project.
- (c) The City Council of Lake Worth desires that funds appropriated, but unspent, as of September 30, 2018 be established as a fund balance commitment in the Water/Sewer Fund for the budget year ending September 30, 2018 for Chloramine and Inflow & Infiltration projects.

#### **SECTION II.**

All resolutions, or parts of resolutions in force with provisions relating to this resolution, which are inconsistent or in conflict with the terms or provisions contained herein, are hereby repealed to the extent of any such conflict only. The non-conflicting sections, sentences, paragraphs, and phrases shall remain in full force and effect.

**SECTION III.**

This resolution shall become effective immediately upon its passage and approval.

**PASSED AND APPROVED** this 11th day of September 2018.

**CITY OF LAKE WORTH**

By: \_\_\_\_\_  
Walter Bowen, Mayor

**ATTEST:**

\_\_\_\_\_  
Monica Solko, City Secretary

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Debbie Whitley, ACM / Finance Director