



City of Westworth Village  
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**REGULAR CITY COUNCIL MEETING MINUTES**

**JANUARY 12, 2016**  
**PRE-COUNCIL SESSION: 6:45 PM**  
**REGULAR SESSION: 7:00 PM**

**MUNICIPAL COMPLEX**  
**COUNCIL CHAMBERS**  
**311 BURTON HILL ROAD**

<b>ATTENDEES:</b>	Mayor	Tony Yeager
	Mayor Pro-Tem	Mike Coleman
	Council Member	Carlos Zavala
	Council Member	Jill Patton
	Council Member	Nick Encke
	Council Member	Steve Beckman
	City Administrator	Roger Unger
	City Secretary	Carol Borges
	Police Chief	Kevin Reaves
	Dir of Cmty Devel	David Curwen
	Parks & Golf Ops Spvsr	Sterling Naron
	Head Golf Pro	Tony Collins
	Building Official	Ryan Studdard
	Admin Assistant	Brandy Barrett
	Librarian	Rhonda Hines
	P&Z Commission Chair	Melva Campbell
	City Attorney	Ashley Dierker

**GUESTS:** Joe Howell, resident

**PRE-COUNCIL SESSION CALLED TO ORDER at 6:47pm by Mayor Yeager.**

**Discussion of Agenda Items:**

**(6B)** - Community Development Director David Curwen discussed the current status of the automatic meter read program. The agreement will provide for installation to begin in September and continue through October, thus spanning two fiscal year's budgets. Mayor Yeager reiterated the Council's desire, as discussed last month, to get the entire city moved to this program as quickly as possible. Some discussion continued. City Administrator Roger Unger stated there is one million dollars in reserve funds. The total project is expected to cost \$210,000 over two budget years.

**PRE-COUNCIL CLOSED at 6:54pm.**

**REGULAR SESSION CALLED TO ORDER at 7:00pm by Mayor Yeager.**

**INVOCATION offered by Roger Unger.**

**PLEDGE OF ALLEGIANCE led by Mayor Yeager.**

**OPENED PUBLIC HEARING at 7:01pm.**

**Public Hearing to receive input from citizens regarding Re-platting Lots 3, 3A, 3B, 9, 10A, 11, and 11R, Block 2 of the Shoppes at Hawks Creek Addition.**

- Mayor Yeager stated the P&Z approved the re-plat earlier this evening. Roger Unger stated the streets are currently included in the lots. Re-platting will change them to city streets which will increase the value of the lots. Legacy Bank supports this move to encourage development. Streets will be renamed to provide proper 911 response.
- No public comments received.

**CLOSED PUBLIC HEARING at 7:03pm.**

**REGULAR SESSION ITEMS:**

**1. Approval of the Agenda**

**MOTION** to approve the Agenda: Steve Beckman. **SECOND:** Jill Patton.

**Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

**2. Approval of the Consent Agenda:**

**MOTION** to approve the Consent Agenda: Mike Coleman. **SECOND:** Carlos Zavala.

**Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

The following consent agenda items were approved:

**A. Approval of the Minutes:**

- Regular Council Meeting – December 8, 2015

**B. Approval of December's Financial Reports:**

- TexPool Report
- A/P Disbursements
- Variance Report

<b>FUND BALANCES DECEMBER 2015</b>	<b>GENERAL</b>	<b>WATER</b>	<b>CAPITAL PROJECTS</b>	<b>CRIME CONTROL</b>	<b>DEBT SERVICE</b>	<b>WRA</b>	<b>HCGC</b>
<b>Monthly Revenue</b>	\$350,071	\$90,135	\$0	\$38,722	\$93,786	\$10,759	\$121,837
<b>Monthly Disbursement</b>	\$394,430	\$116,441	\$108,023	\$34,324	\$1,500	\$6,393	\$158,163
<b>Cash on Hand</b>	\$297,769	\$214,229	\$757,585	\$51,980	\$83,793	\$35,118	\$54,604
<b>TexPool</b>	\$330,586	\$72,669	\$212,600	\$235	\$124,748	\$70,069	N/A
<b>Money Market</b>	\$750,000	\$500,000	N/A	N/A	\$400,000	\$1,750,000	N/A
<b>CDARS Investment</b>	\$403,502	\$248,465	N/A	N/A	N/A	\$278,173	N/A
<b>CDARS YTD Interest</b>	\$589	\$363	N/A	N/A	N/A	\$406	N/A

### 3. Staff Updates:

#### A. Kevin Reaves, Police Chief

- **PD Reports:** Dec 1437 CFS (160 Priority 1, 189-911), a 21% decrease in CFS over Dec 2015. 1174 dispatched calls to Lakeside; call volume has increased by 37% over Dec 2015. 177 Citations/138 Warnings, 32 Arrests (105 FYTD). Jailed two each for Lakeside and Westover Hills. 101 Warrants Cleared. Santa event was well attended. Officer and Dispatcher recruitment ongoing to fill vacancies. Anticipate offering dispatch position to Alex Ives. Second officer testing will be held on Jan 23<sup>rd</sup>.
- **Aton Traffic Study presentation:** Study included monitoring 15 days of normal traffic patterns. Average 500 cars/day on weekdays and 186 cars/day on the weekend. Almost all drivers were within the speed limit. While the study showed a high volume, speed is not a problem. Councilwoman Patton asked for more studies in different areas of the City. Chief confirmed officers are still the first responders on fire calls.

#### B. Ryan Studdard, Building Official

- **Code Enforcement Report:** 35 Warnings/0 Citations compared to 64/0 in Dec 2014. 2015 YTD 789/3.
- **Building Inspection Report:** 92 Inspections (89 in-house, 3 CodePro) compared to 59/16 Dec 2014. 2015 YTD 644/27. Three homes are under construction in the Village. Westworth Falls subdivision will break ground soon. Permits will be pulled in the next few weeks. Krispy Kreme is getting close to completion; job applications are being accepted. Lots adjacent to the storage facility have sold to the Westover Group.

**D. Rhonda Hines, Librarian**

- **Library Report:** OverDrive application is running; 5 patrons have used it to check out 28 books. Included in the packet are TSLAC facility comparisons by population and area. Councilman Beckman thanked Rhonda for the information and stated the Library has a significant opportunity for growth. Participation in the Consortium and the OverDrive application dramatically improves available resources.

**E. Sterling Naron, Parks & Golf Operations Supervisor**

- **Golf Club Report:** 2504 Rounds, \$120,131 Revenue. Closed 3.5 days (2 weather, 1.5 holiday). December weather was definitely a factor in the high volume for the month, breaking the Dec 2014 record. 63 Preferred Members; First annual tournament scheduled for March 18<sup>th</sup>. Completed projects: tree trimming, weather clean-up.
- **Kyle Sheffer, 1<sup>st</sup> Asst Pro,** is now a US Kids Certified Instructor. HC is initiating a new PGA program for junior league golf for boys and girls, 13 and under.

**F. David Curwen, Director of Community Development**

- **Community Development Report:** AMR System is on agenda for approval tonight as discussed in pre-Council session. F&N has completed a draft zoning map to be used in the GIS program. Data collection continues. Base map will be uploaded. David is working on the Lyle/Straley/Trigg/KC Springs utility project contract.
- **Public Works Service Order Report:** 79 Service Orders.

**G. Roger Unger, City Administrator**

- **Capital Projects/Infrastructure:** David has taken the lead on all PW projects.
- **TAP Grant Update:** Meeting is scheduled to discuss the pedestrian underpass. Trail design is 45-50% complete.
- **Budget/Disbursements:** Budget is on track as expected. Valuations came in less than expected across all entities, primarily due to the new computer system at the Tarrant Appraisal District. Westworth continues to be in good shape financially. Gas well revenue holding steady at an average of \$35K/month.
- **Developers** are making daily inquiries; expect to see growth continue in 2016. **Westworth Falls** is conducting traffic work to eliminate the crossover. Lee Nichols has purchased just under two acres of land at Smallwood and White Settlement; expect concept plan to be submitted soon.
- Part-time employee, Peggy Arias, has been made full-time in the Water Dept. Melanie will move to Permits, still backing up Water. Peggy will continue to back-up Court. Stacey Reid has accepted the Court Clerk position, but will be available to back-up Dispatch if needed.

**H. Carol Borges, City Secretary**

- **Election 2016:** City Council Places 2, 3, and 4 are up for election. Candidate packets are available at City Hall or online. Filing period is January 20<sup>th</sup> through February 19<sup>th</sup>. A Special Election to renew the City's street maintenance sales tax will be held in conjunction with the General Election.

## **5. Committee Updates:**

- A. Finance Committee** – Steve Beckman, Chair – Nothing to report.
- B. Library Committee** - Jill Patton, Chair – Rhonda will be making a presentation at the March luncheon to showcase available programs and resources. Councilwoman Patton is interested in participating in the City's anniversary celebration.
- C. Ordinance Committee** - Mike Coleman, Chair – Thanks to Brandy for her efforts on the water ordinance updates.
- D. Vision Committee** - Steve Beckman, Chair - Committee met this afternoon to discuss redevelopment of historic Westworth. Chief Reaves presented several ideas to celebrate the City's 75<sup>th</sup> Anniversary. More information to come.

## **6. Public Information**

- A. Communications: TOASE 2015 Holiday Donation**
- B. Announcements:** Mrs Melva Campbell said Lockheed could be a potential donor for the anniversary celebration. Councilman Coleman stated tours at the facility could be part of the event.

## **7. Action Items:**

### **A. Mayor Yeager**

Discuss and take action with respect to **Re-platting Lots 3, 3A, 3B, 9, 10A, 11, and 11R, Block 2 of the Shoppes at Hawks Creek Addition.**

- **MOTION** made by Steve Beckman to re-plat lots 3, 3A, 3B, 9, 10A, 11, and 11R, Block 2 of the Shoppes at Hawks Creek Addition into lots 3AR, 3BR, 3R, 9R, 10AR, 11A, 11B, and 11RI, Block 2 of the Shoppes at Hawks Creek Addition. **SECOND** by Nick Encke. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.

### **B. Mayor Yeager**

Discuss and take action with respect to **implementing the automatic meter read system.**

- Mayor Yeager thanked David for his efforts on this project and moving the City forward with new and improved technology.
- **MOTION** made by Jill Patton for **staff to implement the automatic meter read system and authorize Mayor Yeager to sign the Master Agreement for a total cost not to exceed \$207,000 over two fiscal years.** **SECOND** by Mike Coleman. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.

**D. Mayor Yeager**

Discuss and take action to adopt Ordinance No. 382, amending Chapter 13, Article 13.02 and the fee schedule A6.00 of the Westworth Village Code of Ordinances by adding an online payment option; providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; providing for a penalty for violations; providing for publication; providing a savings clause; and providing an effective date.

- Admin Asst Brandy Barrett stated in conjunction with the meter read program changes to the ordinances are needed to improve processes and put procedures in place to allow for different types of account holders, remove hard dates, update termination and reconnect language, and set the fee schedule.
- **MOTION** made by Nick Encke to adopt Ordinance No. 382, amending Chapter 13, Article 13.02 and the fee schedule A6.00 of the Westworth Village Code of Ordinances by adding an online payment option; providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; providing for a penalty for violations; providing for publication; providing a savings clause; and providing an effective date. **SECOND** by Mike Coleman. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.

**8. EXECUTIVE SESSION CALLED at 7:54pm with Mayor Yeager, all Council Members, City Administrator Roger Unger, Police Chief Kevin Reaves, and City Attorney Ashley Dierker in attendance.**

Convene into executive session to deliberate the following item, pursuant to Texas Government Code, Chapter 551.071(1)(A) Consultation with Attorney regarding pending litigation: lawsuit filed against the City by the Texas Voices for Reason and Justice.

**RECONVENED into REGULAR SESSION at 8:25pm by Mayor Yeager.**

**9. Action Item:**

**E. Mayor Yeager**

Discuss and take action with respect to the lawsuit filed against the City by the Texas Voices for Reason and Justice, as discussed in Executive Session.

- No action taken.

**10. Citizen Comments:**

- Mrs Melva Campbell discussed the services provided for feral cats by the Texas Coalition for Animal Protection. Councilwoman Patton stated a friend living on a farm will accept neutered or spayed cats.

**Mayor Yeager thanked the Council and staff and wished everyone a Happy New Year. Mayor Yeager expects 2016 to be a good year for the City.**

**ADJOURNED at 8:29pm by Mayor Yeager.**

**MINUTES APPROVED BY:**

*Anthony Yeager* This, the 9<sup>th</sup> day of February, 2016.  
Anthony Yeager, Mayor

**SIGNATURE ATTESTED BY:**

*Carol Ann Borges*  
Carol Ann Borges, City Secretary

