



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

**FEBRUARY 9, 2016**  
**PRE-COUNCIL SESSION: 6:45 PM**  
**REGULAR SESSION: 7:00 PM**

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

**ATTENDEES:**

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 Lieutenant	Glenn Lipperdt
Dir of Cmty Devel	David Curwen
Parks & Golf Ops Spvsr	Sterling Naron
Head Golf Pro	Tony Collins
Building Official	Ryan Studdard
Librarian	Rhonda Hines
Admin Specialist	Brandy Barrett
P&Z Commission Chair	Melva Campbell
P&Z Member	Al Dias
City Attorney	Ashley Dierker

**GUESTS:**

Attorney Kelly Jones  
Attorney Mike Hassett

**PRE-COUNCIL SESSION CALLED TO ORDER at 6:49pm by Mayor Yeager.**

**Action items announced individually. Discussion of agenda items, as follows:**

**(6A):** David Curwen stated the requested use of technology and security funds is to install a glass security window in the front lobby and computer equipment for Court back-up personnel.

**(6B):** Carol Borges stated the Council needed to take action tonight to call the General and Special (6C) Elections in order to meet the state deadline.

**(6C):** Roger Unger stated the City will deplete bond funds this year and the street maintenance sales tax is the only way to provide for maintenance needs.

**(6D):** Roger Unger stated the City is a voting member of the Ambulance Authority and must submit its vote for the Board vacancy.

**PRE-COUNCIL CLOSED at 6:53pm by Mayor Yeager.**

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

**INVOCATION offered by Roger Unger.**

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

**1. Approval of the Agenda**

**MOTION** to approve the Agenda: Mike Coleman. **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: Nick Encke. **SECOND:** Steve Beckman.

**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 – January 12, 2016

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

- TexPool Report
- A/P Disbursements
- Variance Report

<b>FUND BALANCES JANUARY 2016</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>	\$569,989	\$87,617	\$0	\$43,188	\$194,222	\$0	\$102,034
<b>Monthly Disbursement</b>	\$258,708	\$68,861	\$14,071	\$71,331	\$0	\$2,260	\$119,852
<b>Cash on Hand</b>	\$362,907	\$238,345	\$743,514	\$31,106	\$83,793	\$33,113	\$69,835
<b>TexPool</b>	\$619,062	\$72,686	\$212,648	\$235	\$237,777	\$70,084	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 Interest *as of 12/31/15</b>	\$589	\$363	N/A	N/A	N/A	\$406	N/A

### 3. Staff Updates:

#### A. Glenn Lipperdt, Police lieutenant

- **Police Dept Report:** 1758 CFS, including 111-911 calls, 127 Priority One calls. This is a 29% decrease in calls from Jan 2015. 264 traffic stops/236 tickets/130 warnings. 49 arrests, 154 YTD. 95 warrants were cleared. Lakeside calls have increased as a result of their current officers being more active.
- **Roaring Springs Traffic Study presentation:** The speed trailer was placed on Roaring Spring Road from mid-December to early January. Average 9300 vehicles per day, both north and south bound, with the bulk of the traffic between 11am and 6pm. 85% of vehicles registered over the 35 MPH speed limit. LT has initiated a plan to maintain high visibility enforcement for 8 weeks then conduct a follow-on traffic study in the hopes that travelers that frequent the roadway will display a marked improvement in their driving habits, knowing the speed limit will be enforced.
- Directional street signs indicating to turn onto Leonard Trail for the Westmore facility have been ordered.

#### B. Ryan Studdard, Building Official

- **Code Enforcement Report:** 19 Code Warnings/1 Citation compared to 29/0 in Jan 2015.
- **Inspection Report:** 29 Inspections, compared to 56 in Jan 2015. All 29 in-house.
- Proposed updated zoning map presented to Vision and Ordinance committees this afternoon. Presentation to P&Z and Council on 3/1 and 3/8, respectively.

#### C. Rhonda Hines, Librarian

- **Library Report:** Material check-out numbers have dropped some, but OverDrive users continue to increase and improve memberships. Preschool story time attendance was a bit low this month. Principal Bigley has agreed to distribute library flyers/announcements at BHE.
- Public Works Team did an excellent job painting the interior, replacing lights, and removing old equipment and materials.
- Rhonda is working on a presentation for the March luncheon.

#### D. Sterling Naron, Parks & Golf Operations Supervisor

- **Golf Club Report:** 2241 rounds, \$99K revenue, record month with a \$10K increase over the next highest January. Even being closed four days, good weather was the biggest factor in the strong results. 61 Preferred Players. Sterling is now including two years of historical data in the monthly report.
- **Maintenance crew** completed creek clean-up project. Kudos to the team.
- Tuesday evening men's league will begin again in March. First Annual Preferred Player Tournament is scheduled in March.

#### E. David Curwen, Director of Community Development

- **Community Development Report:** F&N uploaded GIS maps. User training to be scheduled. Pre-construction meeting for the **Lyle, Trigg, Straley, KCP Springs** project has taken place. The KCP utilities portion should commence the first week of March.
- **Public Works Report:** 44 SOs in January. New AMRs will be installed for all new and upgraded service. Citywide replacement is scheduled for September and October. **Joey Alvarez** is doing an amazing job with his team. They've completely cleaned up the inside and

outside of the **PW facility**. All tools and equipment are inventoried and in order. Crew painted the **library** over the weekend and has been finalizing repairs at all city facilities.

- **Councilwoman Patton** stated her appreciation for the repairs and updates. She also stated the AMR phone app works very well.

**a. Roger Unger, City Administrator**

- **TAP Grant Update:** Design review of the crossing under the Boulevard continues. It's a very slow process.
- **Budget/Disbursements: Variance Report** is showing permit revenue is lower than anticipated; however, Roger believes it will pick up later in the year. **Westworth Falls** began moving heavy equipment yesterday. First round of plans are expected in August/September. David and Sterling attended municipal investment training. As a result, a few changes to the City's **investment policy** will be presented for Council's approval in March. Roger received the first draft of the Audit and anticipates an **Audit Committee** meeting at the end of February with presentation to Council on March 8<sup>th</sup>. Roger has begun work on the **FY 16-17 Budget**; Finance Committee meetings should begin at the end of March/beginning of April.

**b. 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 deadline is 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. Calling both elections is on the agenda this evening. All deadlines are being met.

**4. Committee Updates:**

**A. Finance Committee** – Steve Beckman, Chair – Nothing to report.

**B. Library Committee** –Jill Patton, Chair – Jill is very pleased with the success of the OverDrive program and is looking forward to the presentation at the March luncheon.

**C. Ordinance Committee** –Mike Coleman, Chair – Expect to bring two ordinances to Council in March regarding zoning and building regulations.

**D. Vision Committee** – Steve Beckman, Chair – The Vision and Ordinance Committees conducted a joint meeting earlier this evening to discuss the redevelopment of historic Westworth. They will make a recommendation to P&Z and Council on 3/1 and 3/8, respectively.

**5. Public Information**

**A. Communications:**

- **MedStar Annual Audit 2015** is included in the packet.
- **The Texas Historical Commission approved the Carswell and NAS JRB historical markers.** The process may take another year. Dedication information will be provided when available.

**B. Announcements:**

- Nick Encke stated the **City's 75<sup>th</sup> Anniversary** occurs this year. Chief Reaves, Melva Campbell, and Pastor Colley are leading the plans. Volunteers are requested.

## **6. Action Items:**

### **A. Mayor Yeager**

Discuss and take action with respect to **expending funds from the Court Technology and Court Security Funds.**

- **MOTION** made by Carlos Zavala to **approve spending funds from the Court Technology and Court Security Funds, in an amount not to exceed \$5000.** **SECOND** by Steve Beckman. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

### **B. Mayor Yeager**

Discuss and take action to **pass Resolution No. 2016-01 to CALL a GENERAL ELECTION on May 7, 2016 to elect Council Places 2, 3, and 4.** [General Elections may be called by Resolution.]

- **MOTION** made by Mike Coleman to **pass Resolution No. 2016-01 to CALL a GENERAL ELECTION on May 7, 2016 to elect Council Places 2, 3, and 4.** **SECOND** by Nick Encke. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

### **C. Mayor Yeager**

Discuss and take action to **adopt Ordinance No. 383 to CALL a SPECIAL ELECTION on May 7, 2016 to reauthorize the Street Maintenance Sales Tax of ¼% for another four years.**

- Per Texas Tax Code 327.007, an election to reauthorize the tax is required every four years. Current authority will expire on September 30, 2016. [Elections to authorize sales tax measures requires an ordinance. Tax Code §327.006]
- **MOTION** made by Steve Beckman to **adopt Ordinance No. 383 to CALL a SPECIAL ELECTION on May 7, 2016 to reauthorize the Street Maintenance Sales Tax of ¼% for another four years.** **SECOND** by Jill Patton. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

### **D. Mayor Yeager**

Discuss and take action with respect to **passing Resolution No. 2016-02 to vote for the election of [enter name] to the Area Metropolitan Ambulance Authority Board of Directors.**

- Roger Unger discussed the bios for the two applicants and recommended Steve Tatum.
- **MOTION** made by Nick Encke to **pass Resolution No. 2016-02 to vote for the election of Steve Tatum to the Area Metropolitan Ambulance Authority Board of Directors.** **SECOND** by Steve Beckman. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

## **7. EXECUTIVE SESSION CALLED at 7:38pm by Mayor Yeager, with the Mayor, all Council Members, Roger Unger, Ashley Dierker, Kelly Jones, and Mike Hassett in attendance.**

**Convene into executive session to deliberate the following item, pursuant to Texas Government Code, Chapter 551.072 Deliberation about Real Property:**

A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

**RECONVENED into Regular Session at 8:23pm.**

**8. Action Item:**

**E. Mayor Yeager**


Discuss and take action **with respect to real property, as discussed in Executive Session.**

- No action taken.

**9. Citizen Comments: None.**

**ADJOURNED at 8:23pm by Mayor Yeager.**

**MINUTES APPROVED BY:**

 This, the 8<sup>th</sup> day of MARCH, 2016.  
Anthony Yeager, Mayor

**SIGNATURE ATTESTED BY:**

  
Carol Ann Borges, City Secretary

