



City of Westworth Village
311 Burton Hill Road • Westworth Village, TX 76114
817.710.2500 • Fax 817.710.2501

REGULAR CITY COUNCIL MEETING MINUTES

MARCH 8, 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 Chief	Kevin Reaves
	Dir of Cmty Devel	David Curwen
	Parks & Golf Ops Spvrs	Sterling Naron
	Head Golf Pro	Tony Collins
	Finance Specialist	Stacey Wyman
	Building Official	Ryan Studdard
	Librarian	Rhonda Hines
	P&Z Commission Chair	Melva Campbell
	City Attorney	Ashley Dierker
	WRA Attorney	Kelly Jones

PRE-COUNCIL SESSION CALLED TO ORDER at 6:48pm by Mayor Yeager.

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

- 6A:** City Administrator Roger Unger stated the Finance/Audit Committee accepted the audit and recommended Council acceptance and approval.
- 6B:** Street signs will be discussed during the meeting.
- 6C:** Roger stated the City now has three certified public funds investment officers: Roger [official Investment Officer for the City], David Curwen, and Sterling Naron. As a result of David and Sterling's certification, a few changes to the policy will be presented tonight.
- 6D:** Councilman and Ordinance Chairman Mike Coleman stated changes to the paving standards will align the City with Fort Worth and update the minimum concrete thickness of city streets per the City's engineering firm.
- 6E:** City Secretary Carol Borges stated the incumbents were unopposed and no write-in candidates were declared. The Certificate of Unopposed Candidates has been issued. The next step is to cancel the

General Election. The Special Election to reauthorize the street maintenance sales tax will be held on May 7th.

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.

OPEN PUBLIC HEARING

Public Hearing to receive input from citizens regarding the following:

Re-zoning all property south of State Highway 183, west of the West Fork of the Trinity River, north of the southern boundary between the City of Fort Worth and the City of Westworth Village, and east of Seymour Street from Single Family Residential (SF-B) to Single Family Redevelopment (SF-R).

CLOSE PUBLIC HEARING

Public Hearing is cancelled due to lack of recommendation from the Planning & Zoning Commission.

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:** Nick Encke.

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 – February 9, 2016
- Joint Workshop with Planning & Zoning Commission – February 18, 2016

B. Approval of February's Financial Reports:

- TexPool Report
- A/P Disbursements

FUND BALANCES FEBRUARY 2016	GENERAL	WATER	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HCGC
Monthly Revenue	\$331,510	\$98,183	\$0	\$52,573	\$234,822	\$8,478	\$133,109
Monthly Disbursement	\$292,410	\$116,975	\$5,701	\$24,013	\$183,082	\$93,600	\$133,131
Cash on Hand	\$201,744	\$221,283	\$737,813	\$64,960	\$1078	\$17,604	\$97,587
TexPool	\$618,116	\$72,703	\$212,699	\$235	\$500,459	\$1,091	N/A
Money Market	\$750,000	\$500,000	N/A	N/A	\$400,000	\$1,750,000	N/A
CDARS Investment	\$403,654	\$248,465	N/A	N/A	N/A	\$278,278	N/A
CDARS Interest	\$152	\$457	N/A	N/A	N/A	\$105	N/A

3. Staff Updates:

A. Kevin Reaves, Police Chief

- **Presentation of staff:** **Administrative Assistant Samantha Milligan** comes to the City from Prince George City, MD. Samantha had been an Alaskan State Trooper and Police Dispatcher. **Dispatcher Elizabeth Wheeler** comes to the City from Comanche County and had been a local MedStar Dispatcher. **Police Officer Scott Morgan** had served the City of Eules for over 13 years. Chief administered the **Oath of Office** to Officer Morgan. **Mayor Yeager** welcomed everyone to the City and looks forward to working together. Chief Reaves reviewed the department's **Social Contract** outlining the staff's commitment to the community while the three employees added their signatures.
- **Police Dept Report:** Priority 1 Calls 173; Priority 2 & 3 Calls 89; Self-Initiated Calls 741; 911 Calls 167; Citations 214; Violations 288; Arrests 39; Warrants Cleared 108. The Walmart loss prevention team is undertaking an increased prevention and arrest initiative which has increased the number of assaults and theft calls.
- **Roaring Springs traffic study** and enforcement over four weeks created 32 stops, 19 citations, and 11 warrants. The Chief stated the PD is not about just writing tickets, but educating drivers and gaining compliance. Many times a pedestrian's perception of speed is higher than the actual speed of a passing car.
- **Best Practices Initiative** continues with the department moving to a 'paper-light' environment with improved use of computer technology.
- **Mrs Melva Campbell thanked the Chief** for his immediate attention to an elderly gentleman's health concern at the luncheon today.

B. Ryan Studdard, Building Official

- **Code Enforcement Report:** 89 warnings/108 YTD; 0 citations. /1 YTD.
- **Inspection Report:** 44 inspections performed/73 YTD. All inspections performed in-house.
- **Ryan has accepted a position with the City of Keller.** Ryan stated his appreciation to the Mayor, Council, and staff for helping him learn and develop his skills. He wished everyone continued success. Mayor Yeager stated his pleasure in watching Ryan grow his skills and wished Ryan good luck.

C. Rhonda Hines, Librarian

- **Library Report:** Rhonda thanked Councilwoman Patton for her help in putting the **presentation** together for today's community luncheon. It was well-received by all. Rhonda has received free posters from the state for this year's **summer program**. Principal Bigley will be announcing the program at Burton Hill Elementary. Rhonda is preparing the **annual report** to TSLAC which will be presented in April. Rhonda donated several Civil War books to the **Texas Civil War Museum**, which they were thrilled to receive. Rhonda thanked the Public Works team for **painting the interior of the library** and helping to spruce up the building.
- **Mayor Yeager commended Rhonda on her luncheon presentation.**

D. Sterling Naron, Parks & Golf Operations Supervisor

- **Golf Club Report:** All-time record February with 310 rounds played and just under \$130K in revenue; closed 1.5 days for weather. 61 Preferred Player Members. No events in February. Investment in the range has really paid off with revenue up 131% year-to-year. Sterling has added new graphs to the monthly report to track year-to-year comparisons. A new monthly newsletter is being developed.

E. David Curwen, Director of Community Development

- **Community Development Report:** A pre-construction meeting was held regarding the next street project. KCP portion will begin soon. Development is picking up at the Shoppes since the City accepted dedication of the street. ARI is accepting purchase bids. David received an inquiry to lease the old WRA building. Krispy Kreme permit expired after one year. They paid to renew the permit for another 6 months. Nothing has occurred since renewal.
- **Public Works Report:** 83 service orders, including 34 re-reads.
- **GIS Program** is a bit behind schedule; however, the goal is to upload the most accurate city maps. The next phase will be to input data using the hand-held devices to map infrastructure. Once the project is complete, access to the GIS data will be accessible through the City's website.

F. Roger Unger, City Administrator

- **Budget/Disbursements:** **FY 16-17 Budget** process will begin in April. Roger does not expect the process to require special Council meetings. **TAD** has issued valuation increases across the County. State law provides for a maximum 10% increase year over year. **Sales Tax** has seen a 2-3% increase over the last two to three months. Roger is confident the economy will continue to improve and generate new business.
- **TAP Grant Update:** Nothing new to report.

G. Carol Borges, City Secretary

- Cancellation of the General Election to elect Council Places 2, 3, and 4 is on the agenda this evening. The incumbents were uncontested. The **Special Election** to reauthorize the 1/4% Street Maintenance Sales Tax will be held on May 7th. **Early voting** has moved to the City of River Oaks City Hall since White Settlement has cancelled their election and is not part of the County service agreement.

3. Committee Updates:

A. Finance Committee – Steve Beckman, Chair

- Chairman Beckman stated the Committee accepted the Audit earlier this evening and recommends Council approval.

B. Library Committee - Jill Patton, Chair

- Chairperson Patton stated her appreciation to Rhonda for the library presentation at the community luncheon today. Joining the TexShare Database and completing the TSLAC annual report are determining factors in the City's ability to apply for grants. Mrs Patton is looking for volunteers to create a Friends of the Library group in order to raise money.

C. Ordinance Committee - Mike Coleman, Chair

- Chairman Coleman stated the ordinance under consideration this evening is to update concrete and paving standards.

D. Vision Committee - Steve Beckman, Chair – Nothing to report.

4. Public Information

A. Communications: None.

B. Announcements: Planning & Zoning Commission Chair Melva Campbell reminded the audience of the P&Z Public Hearing on April 5th at 7pm in Council chambers.

5. Action Items:

A. Mayor Yeager

Discuss and take action with respect to the **FY 2014-2015 Audit Report.**

- **MOTION to accept and approve the FY 2014-2015 Audit** made by Steve Beckman. **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 **proposed street sign design.**

- As a result of the streets at the Shoppes of Hawks Creek being dedicated to the City, connecting street names have been assigned and street signs need to be placed. Admin Specialist Brandy Barrett presented three design options, with different color schemes and logo placement. These variations do not affect the cost and the three designs meet TXDOT requirements. The selected design will be used throughout the City on the normal sign replacement schedule.

- **MOTION** made by Nick Encke **to select the blue and white sign with the City's logo.** **SECOND** by Steve Beckman. **Motion passed unanimously**, by a vote of 5 Ayes and 0 Nays.

C. Mayor Yeager

Discuss and take action with respect to **Resolution No. 2016-03, updating and approving the City's Investment Policy.**

- Roger stated a few items have been updated since the last policy was put in place: 1) adding the HCGC Fund to the Scope of the policy; 2) increasing the maximum percentage of funds allowed to be invested, due to the banking agreement with Wells Fargo; and 3) noting the City does not utilize brokers and only uses depositories that qualify for public funds investments and authorized pools. Wells Fargo is doing an excellent job maintaining collateral funds, which satisfies the annual audit.
- **MOTION** made by Steve Beckman **to pass Resolution No. 2016-03, updating and approving the City's Investment Policy.** **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 **Ordinance No. 384, updating Subdivision Ordinance Section 10.4.5 (G) and (H), with regard to paving standards.**

- **MOTION** made by Mike Coleman **to adopt Ordinance No. 384, updating Subdivision Ordinance Section 10.4.5 (G) and (H), with regard to paving standards.** **SECOND** by Carlos Zavala. **Motion passed unanimously**, by a vote of 5 Ayes and 0 Nays.

E. Mayor Yeager

Discuss and take action to **adopt the Order of Cancellation, cancelling the May 7, 2016, General Election.**

- Council Places 2, 3, and 4 positions are uncontested; therefore, cancelling the need for an election. The Declaration of Unopposed Candidates has been issued. Candidates cannot take the Oath of Office until after the regular canvassing period would have taken place, thus the oaths will be on the June agenda. [Texas Election Code §§ 2.051, 2.052, 2.053]
- **MOTION** made by Carlos Zavala **to adopt the Order of Cancellation, cancelling the May 7, 2016, General Election.** **SECOND** by Mike Coleman. **Motion passed unanimously**, by a vote of 5 Ayes and 0 Nays.

7. EXECUTIVE SESSION CALLED at 7:55pm by Mayor Yeager, with the Mayor, all Council Members, City Administrator Roger Unger, and City Attorney Ashley Dierker in attendance:

Convened into executive session to deliberate the following items:

- 1) **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.

Mayor Yeager asked WRA Attorney Kelly Jones to join the Executive Session at 8:08pm.

- 2) **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 8:42pm

8. Action Items cont'd:

F. 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.**

G. Mayor Yeager

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

- **MOTION** made by Mike Coleman to **authorize Mayor Yeager to renegotiate the terms of the 380 Agreement**. **SECOND** by Nick Encke. **Motion passed unanimously**, by a vote of 5 Ayes and 0 Nays.

9. Citizen Comments:

- P&Z Chair Melva Campbell asked that the Mayor's letter to the residents be translated into Spanish and made available to the public. Mayor Yeager instructed City Secretary Carol Borges to take any action necessary to provide this information.
- P&Z Chair Campbell requested a luncheon presentation on emergency management. Carol will look into scheduling the City's Emergency Mgmt Coordinator Brandy Barrett for a future presentation.
- P&Z Member Margaret Worthington asked for more information on increasing impervious surface area and storm water runoff as a result of new homes. Margaret read a statement on behalf of Shannon & Paul Wagner regarding the proposed rezoning of historic Westworth Village.

ADJOURNED at 8:48pm by Mayor Yeager.

MINUTES APPROVED BY:



Anthony Yeager, Mayor

This, the 12th day of APRIL, 2016.

SIGNATURE ATTESTED BY:



Carol Ann Borges, City Secretary

