



City of Westworth Village
311 Burton Hill Road • Westworth Village, TX 76114
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REGULAR CITY COUNCIL MEETING MINUTES

SEPTEMBER 13, 2016
PRE-COUNCIL SESSION: 6:45 PM
REGULAR SESSION: 7:00 PM

MUNICIPAL COMPLEX
COUNCIL CHAMBERS
311 BURTON HILL ROAD

ATTENDEES:	Mayor	Tony Yeager
	Council Member	Carlos Zavala
	Council Member	Jill Patton
	Council Member	Nick Encke
	Council Member	Steve Beckman
	City Administrator	Roger Unger
	City Secretary	Holly Owens
	Police Chief	Kevin Reaves
	Dir of Cmty Dev	David Curwen
	Parks & Golf Ops Spvsr	Sterling Naron
	Building Official	Nader Jeri
	HR/Project Specialist	Brandy Barrett
	Librarian	Rhonda Hines
	P&Z Commission Chair	Melva Campbell
	City Attorney	Ashley Dierker

ABSENT: Mayor Pro-Tem Mike Coleman

GUEST: Officer John Giles and Family

Mayor Yeager announced no Pre-Council Session.

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

INVOCATION offered by Dr. Terry Colley with Burton Hill Baptist Church.

PLEDGE OF ALLEGIANCE led by Mayor Yeager.

OPENED PUBLIC HEARING #1 AT 7:01PM.

The adoption of Ordinance No. 398, amending Chapter 14 of the City of Westworth Village Code of Ordinance including a zoning map; providing for a severability clause; providing for a penalty clause; repealing and replacing conflicting provisions of ordinances herewith; providing for publication and an effective date.

- Roger Unger stated that this is a follow up from the last meeting. There are no changes.
- No comments were received.

CLOSED PUBLIC HEARING#1 AT 7:02PM.

OPENED PUBLIC HEARING #2 AT 7:02PM.

The adoption of the Fiscal Year 2016 -2017 Budget: The proposed budget will raise ore total property taxes than last year's budget by \$37,084 or more than 3.5732%. [This is the first of two public hearings. Second hearing will be held on September 27th at 6:00 pm.]

- Roger Unger stated that the tax rate did not change, however, staff reconfigured to move a penny out of debt service and into operations. The overall tax rate will remain the same. Property value increased 3.8%.
- No comments were received.

CLOSED PUBLIC HEARING #2 AT 7:04 PM.

OPENED PUBLIC HEARING #3 AT 7:04 PM.

The adoption of the 2016 Tax Rate of \$.50 per \$100 of valuation with the proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by .4491%. Your individual taxes may increase or decrease at a greater or lesser rate, depending on the change in the taxable value of your property in relation to the change in taxable value of all other properties and the tax rate that is adopted. [This is the first of two public hearings. Second hearing will be held on September 27th at 6:00 pm.]

- Roger Unger stated that this is follow on from the previous public hearing. Two public hearings are required because we are levying a tax rate that is greater than the effective rate. The effective rate is the rate that would raise exactly the same amount of property taxes from property that was on the roll the prior year. The effective rate would be .4978 and we are proposing .50.
- No comments were received.

CLOSED PUBLIC HEARING #3 AT 7:06 PM.

1. Approval of the Agenda

MOTION to approve the Agenda made by Steve Beckman. **SECOND** by Jill Patton. **Motion passed unanimously by a vote of 4 Ayes and 0 Nays.**

2. Approval of the Consent Agenda:

MOTION to approve the Consent Agenda made by Nick Encke. **SECOND** by Carlos Zavala. **Motion passed unanimously by a vote of 5 Ayes and 0 Nays.**

A. Approval of the Minutes:

- Regular Council Meeting – July 12, 2016

B. Approval of July's Financial Reports:

- TexPool Report
- A/P Disbursements
- Variance Report

3. Staff Updates:

A. Kevin Reaves, Police Chief

- **PD Reports:** 141 Priority-1 Calls; 219 Priority 2 & 3 Calls; 898 Self-Initiated Calls; 223 Emergency/911 Calls; 129 Citations; 361 Violations; 58 Arrests.
- Fingerprint upgrade, LiveScan machine.
- Two Dispatch consoles obtained from North Richland Hills.
- Chief Reaves swore in new officer John Giles.

B. Nader Jeri, Building Official

- **Code Enforcement Report:** 72 warnings, 417 YTD, 0 citations.
- **Building Inspection Report:** 75 inspections; 423 YTD.
- **Self-Storage Facility** is moving along and has poured foundation for building #2 and planning to pour for building #1. Everything is on schedule. Councilman Beckman asked when the project would be finished. Mr. Jeri stated that it was projected at about 9 months and we are a month into the project. Timeframe is dependent on the weather. **6530 Hawks Creek Court** will be National Supply Store. **Starbuck and Chipotle** are still working on getting contractors to break ground.
- **Shady Oaks Tennis Court** expansion plans were received today.
- Councilman Beckman asked about the construction in front of LA Fitness. Mr. Jeri stated that Navy Federal is fixing and building a new driveway access.

C. Rhonda Hines, Librarian

- **Library Report:** Numbers are down due to the kids going back to school.
- Mentioned the rumors regarding Seymour Street and the Library.
- Library received a letter from the White Settlement Historical Society.

D. Sterling Naron, Parks & Golf Operations Supervisor

- **Golf Club Report:** August was down due to 12 days in August 100 plus degrees followed by days of rain. 2,777 Rounds and \$122,250.11 Revenue. Course was closed 0 full and 4 half day.
- **September Events:** 9/20 WWV 75th Anniversary Outing and 9/23 F-35 Tournament.
- Councilman Beckman asked about September numbers. Sterling Naron stated that numbers are already up 8%.
- Councilman Encke asked about equipment and clothing sales. Sterling Naron stated that for the month of August rounds were down, so merchandise is down but overall margins are up.

E. David Curwen, Director of Community Development

- **Community Development Report:** PW processed 76 service orders this month, with 73 of these completed. 32 service calls to read water meters and 0 cut offs. There were 4 service orders for repairs and/or maintenance to city buildings. Replacement of trash/recycle containers were requested 6 times.
- **PW staff** worked with the maintenance staff at golf course to dredge the intake area of Farmers Branch Creek where we pump water to the irrigation pond. They also assisted in replacement of this pump and motor on the irrigation wells, flushed and unclogged the drain line at maintenance building. Cleaned fence line along Aton Street adjacent to Burton Hill Elementary School. Repaired storm drain inlet on Hawks Creek Drive. In the process we found a storm drain that was never hooked up to anything.

- **Lyle Street** has been delayed due to weather. **Straley** utility work was completed. **Trigg's** preparation work for storm water has started. **Casstevens Drive**, Tejas Construction mobilized and carried out the pre-construction TV inspection for the utility work and discovered that there is an AT&T cable in the way. Contact was made with AT&T. We expect a two-month delay.
- **Executive Storage**, currently the sewer lines are complete and passed testing. Storm drainage is in process and just waiting on the insides of the grates to be mortared. Water lines are in process, and the line running to fire hydrant has passed bacteriological sampling. There are some minor issues with fire line but are in process of being resolved.
- **Development Meetings** with Freese and Nicchols, Reliable and Tejas regarding trail updates and construction updates for road utility projects.
- Councilman Beckman asked about the AMA water meters. David Curwen stated that we were hoping to outsource it, but PW staff would like to run the projects themselves. The project will run behind, but the city will save a lot of money.

F. Roger Unger, City Administrator

- **Introduced new staff members;** Charity Holman, Deputy City Secretary and Holly Owens, City Secretary.
- **Budget update:** Minor changes and updates for the budget, sales tax is up, and property tax is slowly moving up. Tap grants are still moving forward.

4. Committee Updates:

A. Finance/Vision Committee – Steve Beckman, Chair

- Nothing to report.

B. Library Committee - Jill Patton, Chair

- Ms. Patton stated they are waiting on bids and quotes for the library and that the newsletter reinforces that the library is still open and active. Would like to see more visitors.

C. Ordinance Committee - Mike Coleman, Chair

- Mr. Coleman is absent, so no report.

5. Public Information

A. Communications: None.

B. Announcements: None.

C. Proclamation: National POW/MIA Recognition Day – September 16, 2016.

6. Action Items:

A. Mayor Yeager

Discuss and take action to **approve the Consultant Agreement with Jerome Walton d/b/a CodePro Inspection Services, to perform the duties of Building Official, for a period of two years, effective October 1, 2016 through September 30, 2018.**

- **MOTION** made by Steve Beckman to approve the Consultant Agreement with Jerome Walton d/b/a CodePro Inspection Services, to perform the duties of Building Official, for a period of two years, effective October 1, 2016 through September 30, 2018. **SECOND** by Carlos Zavala. Motion passed unanimously by a vote of 4 Ayes and 0 Nays.

B. Mayor Yeager

Discuss and take action to approve the Bonus Building Care Agreement for custodial services, for a period of one year, effective October 1, 2016 through September 30, 2017, with an automatic renewal of one year thereafter.

- **MOTION** made by Nick Encke to approve the Bonus Building Care Agreement for custodial services, for a period of one year, effective October 1, 2016 through September 30, 2017, with an automatic renewal of one year thereafter. **SECOND** by Jill Patton. Motion passed unanimously by a vote of 4 Ayes and 0 Nays.

C. Mayor Yeager

Discuss and take action to approve the Interlocal Agreement for Administrative Costs Funding for Section 5310 Program between the Fort Worth Transportation Authority and the City of Westworth Village for FY 2016-2017. [This is an annual contract.]

- **MOTION** made by Carlos Zavala approve the Interlocal Agreement for Administrative Costs Funding for Section 5310 Program between the Fort Worth Transportation Authority and the City of Westworth Village for FY 2016-2017. **SECOND** by Steve Beckman. Motion passed unanimously by a vote of 4 Ayes and 0 Nays.

D. Mayor Yeager

Discuss and take action to approve the Interlocal Agreement for participation in Fort Worth's Environmental Collection Center Household Hazardous Waste Program for FY 2016-2017. [This is an annual renewal.]

- **MOTION** made by Jill Patton to approve the Interlocal Agreement for participation in Fort Worth's Environmental Collection Center Household Hazardous Waste Program for FY 2016-2017. **SECOND** by Nick Encke. Motion passed unanimously by a vote of 4 Ayes and 0 Nays.

7. Executive Session at 7:44 p.m.

Convene into executive session to deliberate the following items:

- 1) Pursuant to Texas Government Code, Chapter 551.072 Deliberations about Real Property: Purchase and/or Sale of Real Property.
- 2) Pursuant to Texas Government Code, Chapter 551.074 Deliberation about Officers and Employees of the Governmental Body: the Appointment and Employment of the City Secretary.

8. Action Items continued at 7:55 p.m.

E. Mayor Yeager

Discuss and take action with respect to the Purchase and/or Sale of Real Property as discussed in Executive Session.

- No action taken.

F. Mayor Yeager

Discuss and take action with respect to **the Appointment and Employment of the City Secretary, as discussed in Executive Session.**

- **MOTION** made by Nick Encke to **the Appointment and Employment of the City Secretary, as discussed in Executive Session. SECOND** by Carlos Zavala. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

9. Citizen Comments:

- **Melva Coleman**, 124 Smallwood Drive, came forward and asked for additional information on transportation to be placed in the newsletter. Ms. Coleman continued with praise about the up and coming 75th Celebration.

ADJOURNED at 8:00 p.m. by Mayor Yeager.

MINUTES taken by City Secretary Holly Owens.


MINUTES APPROVED BY:



Anthony Yeager, Mayor

This, the 27 day of September, 2016.

SIGNATURE ATTESTED BY:



Holly Owens, City Secretary

