



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

**REGULAR CITY COUNCIL MEETING MINUTES**

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**DECEMBER 8, 2015**  
**PRE-COUNCIL SESSION: 6:45 PM**  
**REGULAR SESSION: 7:00 PM**

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

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<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
	Librarian	Rhonda Hines
	P&Z Commission Chair	Melva Campbell
	WRA Board Member	Melissa Huffman
	City Attorney	Ashley Dierker

**GUESTS:** Barry Hudson, Dunaway Associates  
Andrew Sanford

**PRE-COUNCIL SESSION eliminated 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.**

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

To receive input from citizens regarding rezoning 2.5 acres of land on the Tarrant County Cornelius Connelly Survey, Abstract No. 319, Lot 2 Block 1, at the intersection of SH 183 & Roaring Springs Road to be included in Planned Development #5 (PD-5), Westworth Village Self Storage facility.

- The P&Z Commission approved the rezoning on December 1<sup>st</sup>.
- 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:** Mike Coleman.

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

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

**MOTION** to approve the Consent Agenda: Jill Patton. **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 – November 10, 2015

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

- TexPool Report
- A/P Disbursements
- Variance Report

<b>FUND BALANCES November 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>	\$196,360	\$92,710	\$0	\$36,957	\$21,136	\$3,261	\$108,798
<b>Monthly Disbursement</b>	\$200,111	\$100,489	\$148,496	\$26,014	\$0	\$405	\$119,564
<b>Cash on Hand</b>	\$496,507	\$215,494	\$865,608	\$43,134	\$85,293	\$24,529	\$67,493
<b>TexPool</b>	\$203,616	\$72,658	\$212,566	\$235	\$52,099	\$70,057	N/A
<b>Money Market</b>	\$750,000	\$500,000	N/A	N/A	\$400,000	\$1,750,000	N/A
<b>CDARS Investment as of 10/31/15</b>	\$403,268	\$248,465	N/A	N/A	N/A	\$278,012	N/A
<b>CDARS Interest as of 10/31/15</b>	\$355	\$219	N/A	N/A	N/A	\$245	N/A

### 3. Staff Updates:

#### A. Kevin Reaves, Police Chief

- **Police Dept Report:** Priority 1 Calls 136; Priority 2 & 3 Calls 214; Self-Initiated Calls 667; 911 Calls 180; Citations 377; Violations 228; Written Warnings 131; Arrests 35; Warrants Cleared 101. Lakeside's call volume has increased 77% over November 2014.
- **Santa Day** will be held on Saturday, December 12<sup>th</sup>, with the parade beginning at 12:40pm and activities in the community room 1-3pm.
- Admin Assistant Samantha Milligan will become full-time on January 4<sup>th</sup>. She's been a detective in Maryland for seven years, then a Dispatcher in Alaska while her husband fulfilled his tour in the Air Force.
- Chief is recruiting for two vacant officer positions; anticipate filling them in January.

#### B. Ryan Studdard, Building Official

- **Code Enforcement Report:** 171 code warnings, 0 citations (754 / 3 YTD). Most issues having to do with the alleyway clean-up project, which is in its 5<sup>th</sup> year and began on November 1<sup>st</sup>. Big thanks to Laura Pinson for getting letters out so quickly. Junk vehicles no longer seem to be a continuous problem in the City.
- **Inspection Report:** 53 inspections (579 YTD).
- **Raising Cane's** Grand Opening was held on Nov 20<sup>th</sup>. Business is off to a good start. **Krispy Kreme** is expected to open on December 15<sup>th</sup>. The P&Z Commission approved **Storage Facility** site plan and planned development last night, 12/1.

#### C. Rhonda Hines, Librarian

- **Library Report:** The **OverDrive** eBooks and Digital Audio Books system is up and running. The Library received a **commemorative edition of James Michener's novel Texas**. It will not be available for check-out; only be used at the library. Rhonda has begun researching the **2016 summer program, On Your Mark, Get Set... Read!**

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

- **Golf Club Report:** 2326 rounds played; \$106,189 in revenue; 200 rounds and \$13K in revenue over November 2014 even though closed 5 days due to weather. 63 Preferred Player Members. (3) Events: All Star Benefit, Titleist Fitting Day (Range), and Golf Week Am Tour. MT Projects: tree trimming and flood clean-up. Crew did an excellent job after 4 days of rain with accumulation of 14".

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

- **Community Development Report:** GIS migration is in process. **AMR system** testing is going well. PW is ready to move into the next phase of the project. It will be discussed further under action items. David is working with the **Ordinance Committee** on water service procedures and updating the fee schedule.
- The City missed a water testing deadline (as a result of testing date changes) which caused a **TCEQ violation**. The report has been sent to water customers, posted in the lobby, and posted to the website per TCEQ requirements. One very old home was found to have lead in the sampling resulting it being in the 90<sup>th</sup> percentile of acceptable range, likely a result of aged pipes.
- **Public Works Report:** 75 SOs.

**F. Roger Unger, City Administrator**

- **Capital Projects/Infrastructure:** Water and sewer construction should begin in early spring for the Lyle, Straley, Trigg, and KCP Addition.
- **TAP Grant Update:** \$100K of engineering costs have been submitted for reimbursement.
- **Budget/Disbursements:** Report included in packet.
- Lot next to Krispy Kreme has been staked but the buyer is unknown. Other properties are going under contract as well.
- Lee Nichols should have closed on the 1+ acre corner property at **Smallwood and White Settlement Road** today (12/8). He will bring development concepts to the City.
- Infrastructure in **Westworth Falls** subdivision will begin in January. Toll Brothers Home Builders has committed to over half the available lots with home prices beginning at \$1M.
- Roger has contacted a professional planner to review the SF-B (single family residential) overlay zoning in old Westworth. The Vision Committee will review.

**4. Committee Updates:**

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

**B. Library Committee** –Jill Patton, Chair – OverDrive program is off to a good start. Looking forward to the building improvements to be done after the first of the year.

**C. Ordinance Committee** –Mike Coleman, Chair – Possible ordinance updates to Council in January.

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

**5. Public Information**

**A. Communications:** Freese & Nichols annual donation letter

**B. Announcements:** None.

**6. Action Items:**

**A. Mayor Yeager**

Discuss and take action with respect to **rezoning 2.5 acres of land on the Tarrant County Cornelius Connelly Survey, Abstract No. 319, Lot 2 Block 1, at the intersection of SH 183 & Roaring Springs Road to be included in Planned Development #5 (PD-5), Westworth Village Self Storage Facility.**

- Council is satisfied with the documentation provided and P&Z's approval. No discussion.
- **MOTION** made by Steve Beckman to **approve rezoning 2.5 acres of land on the Tarrant County Cornelius Connelly Survey, Abstract No. 319, Lot 2 Block 1, at the intersection of SH 183 & Roaring Springs Road to be included in Planned Development #5 (PD-5), Westworth Village Self Storage Facility.** **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 the **Site Plan and authorizing Mayor Yeager to sign an ordinance creating Planned Development #5 for the Westworth Village Self Storage Facility.**

- Roger stated the site plan calls for the height of the roof at 34 feet (34') and corner parapets at 38 feet (38') in order to shield the view of the air conditioner units. Barry Hudson brought the materials board this evening. Steve Beckman questioned the height beyond 34'. Roger stated the parapets enhance the design and are in line with Joe Howell's project across the street.
- **MOTION** by Carlos Zavala to **approve the Site Plan and authorizing Mayor Yeager to sign an ordinance creating Planned Development #5 for the Westworth Village Self Storage Facility.** **SECOND** by Jill Patton. **Motion passed unanimously by a vote of 5 Ayes and 0 Nays.**

#### **C. Mayor Yeager**

Discuss and take action with respect to **awarding the construction contract for the Lyle, Straley, and Trigg infrastructure project.**

- The City's engineer met with the Review Committee to rank the bid packages. **Reliable Construction** was clearly the number one choice due to ranking factors and as the lowest bidder, including alternate one. Reliable will use **Tejas as the subcontractor**. The City has worked very well with both companies in the past. The engineer's recommendation letter is included in the packet.
- Roger stated a **change order** will be written to include repaving the approaches at the corners of Pecan and Westworth Blvd and Sky Acres and Westworth Blvd. Since the bid came in \$300K under budget, adding the change order of approximately \$70-\$100K will not be a hardship. Change order(s) will be brought to Council for approval.
- Roger thanked the Committee, including Mike Coleman and his father-in-law for the time and expertise.
- **MOTION** made by Mike Coleman to **award the construction contract for the Lyle, Straley, and Trigg infrastructure project, including alternate one, to Reliable Construction in the amount of \$1,488,604.** **SECOND** by Steve Beckman. **Motion passed unanimously by a vote of 5 Ayes and 0 Nays.**

#### **D. Mayor Yeager**

Discuss and take action to **authorize Mayor Yeager to accept common access easements and underlying land located behind the commercial properties along Westworth Blvd to be dedicated as public streets from the WRA, with the concurrence of Legacy Bank, to the City and providing for their maintenance.**

- Mayor Yeager stated the WRA took action to approve the transfer earlier this evening. Mayor thanked Roger, David, and Attorney Ashley Dierker for their work on this task.
- **MOTION** made by Nick Encke to **accept the transfer of the common access easements and underlying land within the Shoppes of Hawks Creek commercial subdivision as public streets from the WRA, with the concurrence of Legacy Bank, and authorize Mayor Yeager to sign the transfer documents.** **SECOND** by Mike Coleman. **Motion passed unanimously by a vote of 5 Ayes and 0 Nays.**

**E. Mayor Yeager**

Discuss and take action with respect to **Resolution No. 2015-09 for PNC Lease Agreement #194206000 in the amount of \$291,983.04 for (72) new 2016 E-Z-Go TXT 48v Electric Golf Cars, with all attachments, tooling, and accessories.**

- Sterling Naron addressed Council about both Items E and F [above and below]. Current equipment is Yamaha brand under a four-year lease. After four years a golf fleet is at the end of its life due to deteriorating batteries and equipment failure. Sterling received bids from Club Car and E-Z-Go. Yamaha was asked for data but was unresponsive and have not provided good service so was not pursued further. Current lease runs approx. \$6200/month with a current balance owed of \$163,355.45. E-Z-Go will give us the value of the balance due plus \$4.55 with a final balloon payment of \$96,500. While the lease is in the City's name, the funds come from the HCGC budget.
- **MOTION made by Steve Beckman to adopt Resolution No. 2015-09 for PNC Lease Agreement #194206000 in the amount of \$291,983.04 for (72) new 2016 E-Z-Go TXT 48v Electric Golf Cars, with all attachments, tooling, and accessories. SECOND by Nick Encke. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.**

**F. Mayor Yeager**

Discuss and take action with respect to **Resolution No. 2015-10 for PNC Lease Agreement #194209000 in the amount of \$70,710.42 for (6) 2016 New Cushman Hauler 1200X Vehicles, (2) 2016 New Cushman Hauler 800E Vehicles, (1) 2016 New Cushman Hauler 1200G Vehicle with Beverage Insert, (1) 2016 New Cushman Hauler 800X Vehicle with Range Cage & Picker Adapter, with all attachments, tooling, and accessories.**

- **MOTION made Carlos Zavala to adopt Resolution No. 2015-10 for PNC Lease Agreement #194209000 in the amount of \$70,710.42 for (6) 2016 New Cushman Hauler 1200X Vehicles, (2) 2016 New Cushman Hauler 800E Vehicles, (1) 2016 New Cushman Hauler 1200G Vehicle with Beverage Insert, (1) 2016 New Cushman Hauler 800X Vehicle with Range Cage & Picker Adapter, with all attachments, tooling, and accessories. SECOND by Nick Encke. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.**

**G. Mayor Yeager**

Discuss **citywide implementation of automatic water meter read system.**

- David Curwen discussed testing results, properties that have been identified to have a leak, and other areas where the read system will provide improved service to our residents. David proposed a three-year implementation of the new meters across the City. Phase 1 to include commercial and addresses across new lines on Lyle, Straley, and Trigg. Phase 2 will include Westworth Park and the Fairways subdivisions. Phase 3 will cover all remainder of City streets. Automatic read meters will be installed on all new construction as development occurs. While the program was not budgeted, Water Fund reserves are available. Roger now sees a cost-recovery as less water will be lost, labor hours will be reduced, and overall service will improve. Jill Patton noted the City has the funds to implement the program citywide so why wait. Mike Coleman stated that staggering the implementation will allow for a future replacement schedule to also be staggered; therefore, easing future budgets. Mayor Yeager said he saw the value in both moving forward in full and with a staggered plan.
- David will bring implementation and financial information back to Council in January for further discussion.

#### H. Mayor Yeager

Discuss and take action with respect to a **five percent (5%) water rate increase.**

- Mayor Yeager stated Fort Worth and the TRWD have increased rates by 40% over time. After years of the City absorbing the increases, the Council took action last year to raise rates incrementally to diminish the impact on residents with a fixed income. This proposal continues the incremental increase by raising the usage rate but not the base rate.
- **MOTION** made by Nick Encke to **implement a five percent (5%) water rate increase as of January 1, 2016. SECOND** by Carlos Zavala. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.

#### I. Mayor Yeager

Discuss and take action to **declare non-working office, golf club, and public works equipment, including the dump truck, as surplus to be auctioned or scrapped as submitted.**

- By law, the Council must take action to declare items surplus before they can be disposed of or sold.
- **MOTION** made by Mike Coleman to **declare non-working office, golf club, and public works equipment, including the dump truck, as surplus to be auctioned or scrapped as submitted. SECOND** by Jill Patton. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.

#### 7. Citizen Comments:

- Mrs Melva Campbell stated the Burton Hill Elementary School Choir will be performing a holiday recital at the Westmore Retirement Center on Wednesday, December 16<sup>th</sup>, at 1pm.

**ADJOURNED at 8:14pm by Mayor Yeager.**

**MINUTES APPROVED BY:**

  
\_\_\_\_\_  
Anthony Yeager, Mayor

This, the 12<sup>th</sup> day of January, 2016.

**SIGNATURE ATTESTED BY:**

  
\_\_\_\_\_  
Carol Ann Borges, City Secretary

