



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

REGULAR CITY COUNCIL MEETING MINUTES

SEPTEMBER 10, 2013
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	Kelly Jones
	Council Member	Jill Patton
	Council Member	Nick Encke
	Council Member	Steve Beckman
	Council Member	Mike Coleman
	City Administrator	Roger Unger
	City Secretary	Carol Borges
	Police Chief	Doug Reim
	Police Sergeant	Lee Risdon
	Acting Fire Chief	Brian McKinney
	Senior Fire Chief	Don Day
	HC Director of Golf	David Curwen
	HC Superintendent	Sterling Naron
	Code Enforcement	Ryan Studdard
	Librarian	Rhonda Hines
	WRA Secretary	Ed von Kohn
	WRA Member	Melva Campbell
	City Attorney	George Staples

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

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

- 7C:** City Administrator Roger Unger stated there are a few changes to the Proposed Budget including a Fire Dept budget increase from \$242K to \$269K. Councilman Beckman would like to see a change that he will discuss in regular session.
- 7D:** The Ft Worth Hazardous Waste contract is an annual renewal; no changes presented. Roger Unger recommended approval.
- 7E:** The "5310 Program" provides transportation services for the elderly and disabled at reduced rates; no changes presented. Roger Unger stated while this service will be available to residents of the new assisted living facility, he expects most will use the center's transportation services. Roger recommended approval.

PRE-COUNCIL CLOSED at 6:52 pm by Mayor Yeager.

REGULAR COUNCIL MEETING CALLED TO ORDER at 7:04pm by Mayor Yeager.

INVOCATION offered by Ed von Kohn.

PLEDGE OF ALLEGIANCE led by Mayor Yeager.

PUBLIC HEARING #1 opened at 7:06pm.

The adoption of the Fiscal Year 2013-2014 Budget. The proposed budget will raise more total property taxes than last year's budget by \$28,730 or more than 3.45%.

- Roger Unger stated the Mayor, Finance Committee, and staff have completed their review of the proposed budget. Mayor has submitted the budget for filing and Council consideration.
- No public comments were received.

PUBLIC HEARING #1 closed at 7:08pm.

PUBLIC HEARING #2 opened at 7:08pm.

The adoption of the 2013 Tax Rate of \$.492 per \$100 of valuation with the proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 3.45%. 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.

- Roger Unger stated the proposed budget raises slightly more funds than the effective rate would. The total proposed tax rate remains the same as the current rate, with minor adjustment between the debt service rate and operations rate. [Total tax rate is \$.492/\$100 valuation.]
- No public comments were received.

PUBLIC HEARING #2 closed at 7:10pm.

REGULAR AGENDA:

1. Approval of the Agenda

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

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

2. Approval of the Consent Agenda:

MOTION to approve the Consent Agenda made by Mike Coleman. **SECOND** by Jill Patton.

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 – August 13, 2013
- Public Meeting – Parks & Trails Study – August 27, 2013

B. Approval of August's Financial Reports:

- TexPool Report
- A/P Disbursements Report
- Monthly Variance Report

FUND BALANCES AUGUST 2013	GENERAL FUND	WATER FUND	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HAWKS CREEK GOLF CLUB
Monthly Revenue	\$224,905	\$106,961	\$63,732	\$39,020	\$3,846	\$9,805	\$154,291
Monthly Disbursement	\$278,049	\$142,764	\$219,919	\$42,031	\$319,044	\$11,679	\$165,061
TexPool Balance	\$454,907	\$500,314	\$6,026,002	\$3,235	\$132,736	\$86,169	N/A
Cash on Hand	\$317,000	\$137,236	\$89,994	\$108,301	\$4,361	\$81,427	\$134,032
CDARS Investment *as of 07/31/13	\$1,339,387	\$696,717	\$693,565	N/A	N/A	\$1,576,858	N/A
CDARS Interest to Date *as of 07/31/13	\$1,449	\$987	N/A	N/A	N/A	\$2,182	N/A

3. Staff Updates:

A. Doug Reim, Police Chief

- **August PD Reports:** 360 Priority Calls for Service/YTD 3508; 1305 Self-Initiated Calls/13,155 YTD; 542 Other/5479 YTD; 184 Citations; 286 Violations; 58 Jailed/578 YTD
- **Crossing Guard Heather Locke** is a resident and full-time volunteer at Burton Hill Elementary. Traffic at the school has settled down after the first week and new parents learning the system.

B. Ryan Studdard, Code Enforcement

- **Code Enforcement Report:** 75 Warnings/359 YTD; 7 Citations/27 YTD. High grass and grass at curbs were the primary issues in August.
- **Building Inspection Report:** 57 Inspections/429 YTD.

C. Fire Department Update

- **FD Report:** Mayor Pro-Tem Jones stated Chief Rodriguez unexpectedly resigned a couple of weeks ago. **Assistant Chief Brian McKinney** has stepped up to head the department. Roger Unger stated Brian has a lot on his plate: full-time employment, Chief duties with the City, and paramedic training.
- Asst Chief McKinney presented the monthly report: 52 Calls including 18 mutual aid, 13 fire, and 21 EMS. Response time 5.57 minutes. Total 38 training hours on PPV Fan Operation, Green Technology, Head & Spinal Trauma, and Reading Smoke. Crew will participate in Night Burn training at TCC on 9/23 and with White Settlement's Public Safety Day on 9/28. The Department will participate with the PD's Public Safety Day in October.
- **TCC Training Agreement** is up for renewal; TCC will submit the contract to the City this month.

D. David Curwen, Director of Golf of the Hawks Creek Golf Club

- **Golf Club Report:** 3468 Rounds; \$153,630 Revenue; 75 Preferred Memberships, 1 day closed. One event on 8/27-28 Texas Retired Military Golf Association. Aerification of greens was completed on 8/19. David confirmed Pro Shop sales are meeting industry standards, which is much improved from two years ago.

E. Roger Unger, City Administrator

- **Capital Projects/Infrastructure:** Aton and Tracyne projects are moving forward; expect completion in mid-November. There have been a few more resident issues this time due to longer construction segments and machine pour [of concrete versus manual pour]. Tracyne East and Coleman should go to bid at the end of the year. This project will include the water interconnect.
- **Budget/Disbursements:** Not much has changed on the variance report. Three to five homes are expected to be built in Westworth Park. Legacy Bank property is expected to be sold as the lawsuit will be resolved. FY 13-14 should have a strong showing with added construction projects.
- **Public Works Service Order Report:** Several main breaks have occurred which is typical this time of year as the ground dries under the older streets. Department has had a staffing change with one employee being terminated and a replacement being hired.
- **Library Report:** Roger asked **Librarian Rhonda Hines** to give the monthly report. Rhonda discussed the success of the children's summer reading program – 30 students logged their reading to receive a party and prizes. The Friday Preschool Read Aloud was so successful Rhonda will continue the program throughout the year. Councilwoman Patton asked for a **Library Committee meeting** to discuss facility improvements.

4. Committee Updates:

- A. Finance Committee** – Chairman Kelly Jones stated the Finance Committee has finalized their review of the FY 13-14 Budget.
- B. Fire Dept Oversight Committee** – Chairman Kelly Jones and the Mayor met with Department members last night to discuss the financial decisions that will have to be made over the next six months to year. Chairman Jones expressed his thanks to Assistant Chief McKinney for stepping up and to the department members in attendance.
- C. Library Committee** – Chairperson Jill Patton – Items discussed under Library Report.
- D. Ordinance Committee** – Chairman Mike Coleman stated there are a few updates queued for next month's Council meeting.
- E. Vision Committee** – Chairman Steve Beckman – Nothing to report.

5. Public Information

A. Communications:

- The Tarrant Regional Water District (TRWD) has awarded the contract for the **Airfield Falls Trailhead**. The project is expected to take about a year to complete. Signs and fencing will be installed to ensure safety while construction is going on. Easement issues with landowner [adjacent to City Hall] have been resolved to tie-in to the trail system.
- The **Parks & Trails Public Meeting on August 27th** was well attended. Resident feedback validated what Council would like to develop within the City: age-appropriate pocket parks and connection to the Trinity Trails.

B. Announcements:

- **Fall Clean-Up – Saturday, September 14th from 7am to 4pm** – Staff will be available to assist. Proof of residency must be provided.
- **Carter Blood Care Blood Drive – Thursday, October 17th from 1:30 to 4:30pm** – Picture ID must be provided.
- **Public Safety Day – Thursday, October 17th from 4pm to 7pm** – Event replaces National Night Out.
- **National Drug Take Back – Saturday, October 26th from 9am to 3pm** – Expired, unwanted, and unused prescription and over-the-counter medications will be accepted; intra-venous solutions, injectables, and syringes will not be accepted. An armed officer will be in attendance.

C. Proclamation: National POW/MIA Recognition Day on September 20th was read aloud by Councilwoman Patton.

D. Citizen Comments:

- Mrs Melva Campbell stated the Westworth Church of Christ will hold their annual **Halloween Trunk or Treat** event in October.

6. Closed Session called at 7:43pm with City Administrator Roger Unger and City Attorney George Staples in attendance.

Convene into executive session pursuant to Texas Government Code Section 551.074 Appointment of a Public Officer.

Council reconvened into Open Session at 8:31pm.

7. Action Items:

A. Mayor Yeager

Discuss and take action with respect to **appointment of public officer, as discussed in Executive Session.**

- **No action taken.**

B. Mayor Yeager

Discuss and take action with respect to **Resolution No. 2013-09, to accept the conveyance of real property from the Westworth Redevelopment Authority.**

- **MOTION** made by Jill Patton to **adopt Resolution No. 2013-09. SECOND** by Nick Encke. **Motion passed** by a vote of 4 Ayes (Patton, Encke, Beckman, and Coleman) and 1 Nay (Jones).

C. Mayor Yeager

Discuss and take action with respect to the **Fiscal Year 2013-2014 Budget.**

- Councilman Beckman would like to see changes to the budget regarding funding for the HCGC maintenance crew taking over responsibility for all City property and for an equipment mechanic. Roger Unger stated HCGC is an enterprise fund. The change will allow the City to fund the cost on a monthly basis versus a year-end due-to/due-from adjustment.
- **MOTION** made by Steve Beckman to **amend the Proposed Fiscal Year 2013-2014 Budget** to reflect the General Fund reimbursing the Hawks Creek Fund an amount of \$25,000 for city services provided by HCGC staff. **SECOND** by Kelly Jones. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

D. Mayor Yeager

Discuss and take action to **approve the Interlocal Agreement with Fort Worth for Household Hazardous Waste Collection.**

- This is an annual renewal contract. **MOTION** made by Mike Coleman to approve the Interlocal Agreement with Fort Worth for Household Hazardous Waste Collection. **SECOND** by Steve Beckman. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

E. 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 the period October 1, 2013 to September 30, 2014.**

- This is an annual renewal contract. **MOTION** made by Nick Encke to approve the Interlocal Agreement for Administrative Costs Funding for Section 5310 Program between the Fort Worth Transportation Authority and the City, for the period of October 1, 2013 to September 30, 2014. **SECOND** by Jill Patton. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

Mayor Yeager thanked the Council for their hard work on behalf of the citizens.

ADJOURNED at 8:40pm by Mayor Yeager.

MINUTES APPROVED BY:



Anthony Yeager, Mayor

This, the 8th day of October, 2013.

SIGNATURE ATTESTED BY:



Carol Ann Borges, City Secretary

