



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

REGULAR CITY COUNCIL MEETING MINUTES

**TUESDAY
OCTOBER 9, 2012**

**PRE-COUNCIL SESSION: 6:45 PM
REGULAR SESSION: 7:00 PM**

ATTENDEES:	Mayor	Anthony Yeager
	Mayor Pro-Tem	Kelly Jones
	Council Member	Nick Encke
	Council Member	Steve Beckman
	Council Member	Mike Coleman
	City Administrator	Roger Unger
	City Secretary	Carol Ann Borges
	Police Chief	Douglas Reim
	Interim Fire Chief	John Rodriguez
	Senior Fire Chief	Don Day
	HC Director of Golf	David Curwen
	HC Superintendent	Sterling Naron
	Code Enforcement	Ryan Studdard
	P&Z Commission Chair	Melva Campbell
ABSENT:	Council Member	Jill Patton
GUESTS:	Baptist Temple	Pastor Bob Mayberry

PRE-COUNCIL SESSION CALLED TO ORDER at 6:56pm by Mayor Yeager.

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

- 7C:** City Administrator Roger Unger recommended Council approve participation in the NCTCOG Cooperative Data Purchase Program as this will assist the City with data collection. The program was previously funded by the federal government.
- 7D:** City Administrator Roger Unger recommended approval of Interlocal Agreement with the Texas DPS, which allows the state to refuse issuance of driver's licenses based on the City having an outstanding warrant on an applicant.

PRE-COUNCIL CLOSED at 7:00pm by Mayor Yeager.

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

INVOCATION offered by Pastor Bob Mayberry.

PLEDGE OF ALLEGIANCE led by Mayor Yeager.

1. Approval of the Agenda

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

Motion passed unanimously by a vote of 4 Ayes and 0 Nays.

2. Approval of the Consent Agenda:

MOTION to approve the Consent Agenda: Kelly Jones. **SECOND:** Mike Coleman.

Motion passed unanimously by a vote of 4 Ayes and 0 Nays.

The following consent agenda items were approved.

A. Approval of the Minutes:

- Regular Council Meeting – September 11, 2012
- Special Council Meeting – September 18, 2012
- Special Council Meeting – September 25, 2012
- Special Council Work Session – October 2, 2012

B. Approval of September's Financial Reports:

- TexPool Report
- A/P Disbursements Report

FUND BALANCES SEPTEMBER 2012	GENERAL FUND	WATER FUND	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HAWKS CREEK GOLF CLUB
Monthly Revenue	\$506,243	\$99,673	\$153,069	\$36,224	\$283	\$198,104	\$288,181
Monthly Disbursement	\$601,287	\$222,879	\$11,594	\$41,900	\$0	\$503,001	\$175,461
TexPool Balance	\$15,269	\$400,017	\$979,535	\$9,232	\$43,057	\$273,999	N/A
Cash on Hand	\$673,823	\$149,030	\$130,826	\$3,167	\$448	\$8,158	\$6,216
CDARS Investment	\$1,474,357	\$491,771	\$693,565	N/A	N/A	\$1,713,857	N/A
CDARS Interest to Date	\$6,116	\$1,132	\$3,877	N/A	N/A	\$6,355	N/A

3. Staff Updates:

A. Doug Reim, Police Chief

- **PD & Municipal Court Reports** – Monthly and year-to-year statistics are tracking well.
- New **logo** has been painted on most of the vehicles. A few will not be painted as they've been redone several times.
- **Public Safety Day** is scheduled for Wednesday, November 14th.
- Only area of increased crime within the City is fraud/stolen identity and credit card theft reported at Walmart. Vehicle break-ins at LA Fitness tend to increase at the end of the month. Electronic media phishing scams are on the rise throughout the area.

B. Ryan Studdard, Code Enforcement

- **Code Enforcement Report:** 32 warnings and 3 citations issued.
- **Building Inspection Report:** 51 total inspections.
- Alley Clean-Up project will begin on November 1st. Grass overgrowth at curbs and sidewalks will also be addressed.
- Ryan passed the Code Enforcement state license exam on September 19th.

C. John Rodriguez, Interim Fire Chief

- **Fire Dept Report:** Total calls 40, including 20 EMS, 20 Fire calls, and 4 Mutual Aid calls to River Oaks; average response "in City" was 5.3 minutes; total of 461 volunteer hours (amended from report). There were 50 training hours, including business meeting, incident command, and forcible entry.
- Fire Oversight Committee approved: Tarrant County College training program, radio updates, and purchase of a leaf blower.

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

- **Golf Club Report:** 3161 total rounds played; \$140,941 revenue; 72 memberships; three tournaments
- **Sterling Naron** reviewed the Restoration Advisory Board (RAB) report regarding well monitoring of chemicals released on the property while under military control. [Roger confirmed that the military retained primacy over pollution clean-up.] RAB getting ready to perform biodegradation study.

E. Roger Unger, City Administrator

- **Capital Projects/Infrastructure** – Holloway project is almost complete. Some of the newly planted trees may be in shock; most are expected to survive. East Carb roadway and sidewalk are done. Work on West Carb started today; will be completed in November. Mayor Yeager stated his satisfaction with Reliable Paving.
- **Budget/Disbursements** – Auditors will be onsite the first week of November to amend year end financials. Information will be brought to the Finance/Audit Committee in December with acceptance of the audit expected in January. The General Fund will show a loss of \$40,000 due to the sale of the Quint.
- **Public Works Report** – New public works incident/work order report added to Council packet.
- **Library Report** – Library continues to be successful with 3100 patrons.

4. Committee Updates:

- A. Finance Committee** – Kelly Jones, Chair – No updates. Committee will review audit when ready.
- B. Fire Dept Consolidation Committee** – Kelly Jones, Chair – Council will discuss Fire Chief appointment in Executive Session.
- C. Library Committee** – Steve Beckman provided update on Jill Patton's behalf. The bar-coding project is 2/3 complete. Finalizing is dependent on volunteer availability.
- D. Ordinance Committee** – Mike Coleman, Committee Member – No updates.
- E. Vision Committee** – Steve Beckman, Chair – Committee met this afternoon to review materials being developed by the committee members.

5. Public Information

A. Communications: None.

B. Announcements:

- **Fall Clean-Up** on Saturday, 10/13, 7am-4pm.
- Mayor Pro-Tem Jones congratulated Councilman Beckman on his recent marriage.
- Westworth Church of Christ Trunk or Treat event will be held on Saturday, October 27th.

C. Proclamations: None.

6. Executive Session called at 7:31pm with City Administrator Roger Unger, Police Chief Doug Reim, and Interim Fire Chief John Rodriguez in attendance.

Convene into executive session to deliberate the following item, pursuant to Texas Government Code, Chapter 551.074 Personnel Matters:

- **Appointing Interim Fire Chief John Rodriguez to permanent Fire Chief position.**

Reconvened into Regular Session at 7:55pm.

7. Action Items:

A. Mayor Pro-Tem Jones

Discuss and take action to **appoint Interim Fire Chief John Rodriguez to permanent Fire Chief position.**

- Mayor Pro-Tem Jones stated his appreciation to John Rodriguez for his efforts and enthusiasm. **MOTION** made by Kelly Jones to appoint John Rodriguez to the permanent Fire Chief position. **SECOND** by Nick Encke. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.
- Chief Rodriguez thanked the Mayor and Mayor Pro-Tem for their support. John acknowledged his very dedicated team. Newly appointed FD Officers as follows: Assistant Chief Brian McKinney, Captain Michael Roberts, Lieutenant Chris Burns, and Lieutenant Leo Sumner. A third Lieutenant position is still open. Chief Rodriguez congratulated Michael Roberts on his marriage this past weekend and Leo Sumner's pending marriage on 10/20.

B. Roger Unger

Discuss **enforcement of Zoning Ordinances with regard to restriction of Multi-Family use in Single Family districts.**

- **No action necessary.** Roger Unger stated staff's plan to initiate enforcement of code restrictions regarding multi-family uses in single-family districts. Violations will be identified. Residents will be made aware of the violation and given an opportunity to remedy the situation. These issues are both health and safety concerns, as well as zoning violations. Discussion ensued regarding the process that will be followed.

C. Roger Unger

Discuss and take action to **join the NCTCOG Cooperative Data Purchase Program at an annual fee of \$1000.**

- Item was reviewed in Pre-Council Session. **MOTION** made by Steve Beckman to join the NCTCOG Cooperative Data Purchase Program at an annual fee of \$1000. **SECOND** by Nick Encke. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

D. Roger Unger

Discuss and take action to **approve the Interlocal Cooperation Contract with the Texas Department of Public Safety (TDPS) to implement the provisions of the Texas Transportation Code Chapter 706.**

- Item was reviewed in Pre-Council Session. **MOTION** made by Mike Coleman to approve the Interlocal Cooperation Contract with the Texas Department of Public Safety (TDPS) to implement the provisions of the Texas Transportation Code Chapter 706. **SECOND** by Steve Beckman. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

ADJOURNED at 8:18 pm by Mayor Yeager.

MINUTES APPROVED BY:



**Anthony Yeager, Mayor
City of Westworth Village, TX**

This, the 13th day of November, 2012.

SIGNATURE ATTESTED BY:



**Carol Ann Borges, City Secretary
City of Westworth Village, TX**

