



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

**REGULAR CITY COUNCIL MEETING MINUTES**

**JANUARY 9, 2018**  
**PRE-COUNCIL SESSION: 6:45 PM**  
**REGULAR SESSION: 7:00 PM**

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

<b>ATTENDEES:</b>	Mayor Mayor Pro-Tem Council Member Council Member Council Member Council Member City Administrator City Secretary Police Chief City Attorney Director of Public Works Building Official Librarian Director of Cmty Dev P&Z Commission Chair P&Z Member	Michael Coleman Steve Beckman Nick Encke Dan Novak Tiffany Aller Carlos Zavala (via video teleconference from Honduras) Sterling Naron Brandy Barrett Kevin Reaves Ashley Dierker Joseph Alvarez Nader Jeri Courtney Jackson David Curwen Melva Campbell John Hendrix
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**ABSENT:**

**PRE-COUNCIL SESSION:**  
 No pre-council session was held.

**CALL TO ORDER:** 7:00pm by Mayor Coleman.

**INVOCATION** offered by Sterling Naron.

**PLEDGE OF ALLEGIANCE** led by Mayor Coleman.

**Mayor Coleman opened Public Hearing #1 at 7:02 pm:**

Regarding **Ordinance 380-B Planned Development #4 Conditions Subsequent to the underlying zoning and Final Plat for the Westworth Falls Addition, being 27.875 acres situated in the Cornelius Connelly Survey, Abstract 319, of the City of Westworth Village, Tarrant County, Texas.** *(This is the second of two public hearings on this item, the first was held at the Planning and Zoning meeting on December 12, 2017.)*

- Sterling Naron reviewed the Planned Development, noting that no action would be taken, this item will go back to the Planning and Zoning Commission following a discussion with the applicant.
- No citizen comments were made.

**Mayor Coleman closed Public Hearing #1 at 7:03pm.**

**1. MOTION to approve the Agenda**

- **MADE BY:** Nick Encke. **SECOND:** Tiffany Aller.
- **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

**MOTION to approve the Consent Agenda**

- **MADE BY:** Steve Beckman. **SECOND:** Dan Novak.
- **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

The following consent agenda items were approved:

**A. Approval of the Minutes:**

- Council Meeting – December 12, 2017

**B. Approval of the Financial Reports:**

- TexPool Report
- A/P Disbursements

<b>FUND BALANCES December 2017</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>	\$389,992	\$121,681	\$0	\$41,894	\$116,467	\$0	\$61,958
<b>Monthly Disbursement</b>	\$245,992	\$86,994	\$165,126	\$39,973	\$0	\$9060	\$108,188
<b>Cash on Hand</b>	\$205,640	\$203,142	\$29,032	\$69,578	\$84,569	\$300,069	\$72,305
<b>TexPool</b>	\$182,305	\$80,914	\$856,805	\$237	\$196,345	\$162,785	N/A
<b>Money Market</b>	\$350,000	\$500,000	N/A	N/A	\$129,000	\$1,325,000	N/A

**2. Staff Updates:**

**A. Police Department:**

- Chief Kevin Reaves reported there was a significant increase in calls for service in 2017, including the increasing call load from Lakeside. He is working on the 2017 Annual Police Report.

**B. Code Enforcement & Building Inspection:**

- Nader Jeri, Building Official, reported that number of building inspections performed is trending higher than last year, as anticipated. The Panera Bread plans are being reviewed and the project should start in February. Chipotle is still on track to open in the February. Crossroad Townhomes have begun construction and the wall around Magnolia West will be completed soon.

**C. Library**

- Courtney Jackson, Librarian, reported that library numbers are down. She believes the holidays and school fall break to be the primary factors. She is currently working on a grant application and will let the council know if it is received. Mayor Coleman thanked her for her presentation at the citizen luncheon earlier in the day.



#### **D. Public Works**

- Joseph Alvarez, Public Works Director, reported that service orders were down. He had staff out using vacation and their work construction projects and training consumed most of their time in December.
- Council asked Joseph to look at the potholes and road condition near Leonard Trail and the Shady Oaks service gate.

#### **E. Hawks Creek Golf Course and Community Development**

- David Curwen provided the Hawks Creek Golf Club report, noting in the month of December 1297 rounds were played, resulting in \$58K revenue. The course was closed 7.5 days and the bunker renovations are nearing completion.
- In the first quarter of this fiscal year, 11 new construction permits have been issued, 9 residential and 2 commercial. Alleyway improvements continue as scheduled.

#### **F. Administration**

- Sterling Naron, City Administrator, reported the TAP Grant is now at 99% complete and is pending final approval with TxDOT. Freese should be able to go out for bids this summer.

### **3. Committee Updates:**

**A. Finance Committee** – Steve Beckman, Chair – No new activity to report

**B. Library Committee** – Tiffany Aller, Chair – No new activity to report

**C. Ordinance Committee** – Dan Novak, Chair – Two ordinances are on the agenda tonight.

**D. Vision Committee** – Steve Beckman, Chair – No new activity to report.

### **4. Public Information/Announcements – Brandy Barrett, City Secretary**

#### **A. Announcements:**

##### **1. MEETINGS:**

- Finance Committee Meeting, February 13<sup>th</sup> at 6:00pm
- Regular Council Meeting, February 13<sup>th</sup>, at 7:00pm

##### **2. MISCELLANEOUS:**

- City Offices will be closed in observance of Martin Luther King Jr Day on January 15<sup>th</sup>
- General Election will be held on May 5<sup>th</sup>, the first day to file an application to be on the ballot is January 17<sup>th</sup>, the last day is February 16<sup>th</sup> by 5:00pm; packets are available in the City Secretary Office.
- National Law Enforcement Appreciation Day, January 9<sup>th</sup>; Mayor Coleman thanked Chief Reaves and his staff for their outstanding service to Westworth Village and the surrounding agencies.

## 5. Action Items:

### A. Mayor Coleman

Discuss and take action on Ordinance 426, Planned Development #9, Conditions Subsequent to the underlying zoning and Final Plat for Three Oaks, located at 409 Burton Hill Road, further described Lots 1-14 and Tract A, 2.832 Acres of the Nathan H. Carroll Survey, Abstract Number 264, of the City of Westworth Village, Tarrant County, Texas.

- Sterling reviewed the Conditions Subsequent and reported that no changes have been made since the concept plan was presented and Planning and Zoning recommends its approval.

**MOTION: To approve Ordinance 426, Planned Development #9, Conditions Subsequent to the underlying zoning and the Final Plat for Three Oaks, located at 409 Burton Hill Road.**

- **MADE BY:** Carlos Zavala. **SECOND:** Dan Novak.

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

### B. Mayor Coleman

Discuss and take action on Resolution 2018-01, Calling for a General Election to elect Council Place 2, Council Place 3 and Council Place 4 for a term of two years beginning May 2018 and expiring May 2020. (*Seats currently held by Tiffany Aller-Place 2, Nick Encke-Place 3 and Steve Beckman-Place 4.*)

**MOTION: To approve Resolution 2018-01, Calling for a General Election to elect Council Place 2, Council Place 3 and Council Place 4 for a term of two years beginning May 2018 and expiring May 2020.**

- **MADE BY:** Nick Encke. **SECOND:** Tiffany Aller.

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

### C. Mayor Coleman

Discuss and take action on Ordinance 427, modifying Chapter 8, Article 8.07 by amending the sexual offender residency restrictions to ensure consistency with the newly enacted and currently effective state law. (*The Ordinance Committee recommends Council approval upon advice of the City Attorney.*)

- Brandy Barrett reported that this ordinance change was at the request of the City Attorney to maintain compliance with the newly enacted and effective state law. The changes to our existing ordinance were minor verbiage changes it did not affect the mapped restricted areas already in place. The Ordinance Committee recommends its approval.

**MOTION: To approve Ordinance 427, modifying Chapter 8, Article 8.07 by amending the sexual offender residency restrictions to ensure consistency with the newly enacted and currently effective state law.**

- **MADE BY:** Dan Novak. **SECOND:** Steve Beckman.


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

**6. Citizen Comments:**


- Melva Campbell (124 Smallwood) announced the annual Church of Christ Chili Cookoff, February 24<sup>th</sup> at 6:30pm, everyone is welcome to attend.
- No other citizen comments.

**ADJOURNED at 7:38pm by Mayor Coleman.**

**MINUTES APPROVED BY:**

  
Michael R. Coleman, Mayor

**SIGNATURE ATTESTED BY:**

  
Brandy G. Barrett, City Secretary

