



REGULAR CITY COUNCIL MEETING MINUTES

FEBRUARY 13, 2018
PRE-COUNCIL SESSION: 6:45 PM
REGULAR SESSION: 7:00 PM

MUNICIPAL COMPLEX
COUNCIL CHAMBERS
311 BURTON HILL ROAD

ATTENDEES:

Mayor	Michael Coleman
Mayor Pro-Tem	Steve Beckman
Council Member	Nick Encke
Council Member	Dan Novak
Council Member	Tiffany Aller
Council Member	Carlos Zavala (via video teleconference from Mexico)
City Administrator	Sterling Naron
City Secretary	Brandy Barrett
Police Chief	Kevin Reaves
City Attorney	Ashley Dierker
Director of Public Works	Joseph Alvarez
Building Official	Nader Jeri
Librarian	Courtney Jackson
Director of Cmty Dev	David Curwen
P&Z Commission Chair	Melva Campbell
P&Z Member	John Hendrix
P&Z Member	Margaret Worthington
P&Z Member	Darla Thornton
Finance Member	Sharon Schmitz

ABSENT:

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

CALL TO ORDER: 7:05pm by Mayor Coleman.

INVOCATION offered by Sterling Naron.

PLEDGE OF ALLEGIANCE led by Mayor Coleman.

1. MOTION to approve the Agenda

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

MOTION to approve the Consent Agenda

- **MADE BY:** Steve Beckman. **SECOND:** Carlos Zavala.
- **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 – January 9, 2018

B. Approval of the Financial Reports:

- TexPool Report
- A/P Disbursements

FUND BALANCES January 2018	GENERAL	WATER	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HCGC
Monthly Revenue	\$664,049	\$104,808	\$11,482	\$45,601	\$480,523	\$192	\$73,137
Monthly Disbursement	\$272,809	\$95,114	\$462,193	\$67,252	\$1,500	\$1,339	\$124,261
Cash on Hand	\$1,074,381	\$256,607	\$43,630	\$45,256	\$254,517	\$298,322	\$18,102
TexPool	\$324,292	\$80,995	\$309,289	\$237	\$610,807	\$162,948	N/A
Money Market	\$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 that in the month of January there were 245 traffic stops resulting in 270 violations, 164 written citations, and 106 warnings. This is an increase from the previous month of December, and slightly less than January 2017. There was a total of 1811 calls for service, including 236 - 911 calls, and 160 priority-one calls. This is a 17% decrease in calls from this time last year. There was a total of 32 arrests which resulted in 74 charges. Additionally, 112 warrants were cleared via Police Departments and Court actions.
- Chief Reaves provided his annual report for 2017, a copy of the complete report is located on the City website.

B. Code Enforcement & Building Inspection:

- Nader Jeri, Building Official, 105 Inspections were performed and 30 Code violations were resolved in January. There are 22 residential projects throughout the Village. Commercial projects include: Chipotle grand opening scheduled for March 16th; Reeder Office building is underway and Panera Bread site plan is recommended for approval.

C. Library

- Courtney Jackson, Librarian, reported that overall library usage continues to remain lower than previous years. This is due in part because the library was closed for a month in 2017, and possibly due to the distance from the neighborhood. However, attendance at library programs is higher

than in prior years. She reported that library cards must be renewed every three years, which might account for the decreased numbers.

D. Public Works

- Joseph Alvarez, Public Works Director, reported an increase in service orders, most of them being in the maintenance department, including LED light conversions. Water had 8 new meter connections and they spend a significant amount of time on the required annual MS4 report for storm water and man hole inspections.

E. Hawks Creek Golf Course and Community Development

- David Curwen provided the Hawks Creek Golf Club report, noting in the month of January 1526 rounds were played, resulting in \$68K revenue. The course was closed 9.5 days and the bunker renovations are complete.
- David reported that the alleyway project was still on target pace.

F. Administration

- Sterling Naron, City Administrator, reported the TAP Grant remains at 99% complete. Freese should be able to go out for bids this summer.
- He provided a brief overview of the audit report that was presented at the Finance Committee Meeting.

3. Committee Updates:

A. Finance Committee – Steve Beckman, Chair – Meeting was held prior to Council Meeting. The Committee recommended council approval of the annual audit as well as the Investment Plan. In addition, the 5-Year Budget was reviewed.

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

C. Ordinance Committee – Dan Novak, Chair – No new activity to report.

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

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

A. Announcements:

1. MEETINGS:

- Planning and Zoning Meeting, March 1st, at 5:30pm
- Regular Council Meeting, March 13th, at 7:00pm

2. MISCELLANEOUS:

- City Offices will be closed in observance of Presidents' Day on February 19th
- Last day to file an application to be on the General Election ballot is February 16th by 5:00pm; packets are available in the City Secretary Office.

5. Action Items:

A. Mayor Coleman

Discuss and take action on the Fiscal Year 2016-2017 Audit. *(This item will be presented and reviewed at the Finance Committee Meeting at 6:00pm preceding the Council Meeting.)*

- Kent Willis, with the external auditing firm, presented a brief recap of the audit that was presented in the Finance Committee; including the Open Letter. He noted that the audit was based on Government Audit Standards.
- Mayor Coleman thanked him for the work that he and his staff did to prepare such a thorough audit.

MOTION: To approve the Fiscal Year 2016-2017 Audit.

- **MADE BY:** Steve Beckman. **SECOND:** Tiffany Aller.

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

B. Mayor Coleman

Discuss and take action on Resolution 2018-02 Supporting the Implementation of Joining Forces, the 2017 Joint Land Use Study, a collaborative process among local governments, military installations, stakeholders, and citizens to identify and mitigate encroachment issues that may affect current and future military missions and surrounding communities and to establish a dialogue between these parties concerning common interests, education, and planning.

- Mayor Coleman introduced Dan Kessler from NCTCOG; who spoke regarding the Joint Land Use Study and outlined the process that was underway. In addition, he provided a brief overview of the 183 project. He stated that the presentation along with additional information on both items could be found on the NCTCOG website.

MOTION: To approve Resolution 2018-02 Supporting the Implementation of Joining Forces, the 2017 Joint Land Use Study.

MADE BY: Tiffany Aller. **SECOND:** Steve Beckman.

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

C. Mayor Coleman

Discuss and take action regarding the Final Plat for Westworth Village Plaza; Block 1, Lots 1-6; C. Connelly Survey, Abstract 319, addressed as 6500 Westworth Blvd, Westworth Village, Tarrant County, Texas.

- Sterling Naron reported that the plat was reviewed by the Planning and Zoning Commission and recommended for council approval, as it is in compliance with all City Ordinances.
- Councilman Zavala recused himself from the discussion and vote.

MOTION: To approve the Final Plat for Westworth Village Plaza; Block 1, Lots 1-6; C. Connelly Survey, Abstract 319, addressed as 6500 Westworth Blvd, Westworth Village, Tarrant County, Texas.

- **MADE BY:** Dan Novak. **SECOND:** Nick Encke.

Motion passed unanimously by a vote of 4 Ayes and 0 Nays (Zavala recused)

D. Mayor Coleman

Discuss and take action regarding the Site Plan for Panera Bread; Block 1, Lot 2, Alta Mere Crossing, C. Connelly Survey, Abstract 319, addressed as 6505 Westworth Blvd, Westworth Village, Tarrant County Texas.

- Sterling Naron reported that the Panera Bread Site Plan was reviewed by the Planning and Zoning Commission and recommended for council approval, as it is in compliance with all City Ordinances.
- Councilman Zavala recused himself from the discussion and vote.
- Justin Kinniper, from Panera Corporate office in St. Louis, reported that they were excited be part of Westworth Village and were on target to open by the end of August, noting they typically only take 6-8 weeks to be fully operational once they break ground.

MOTION: To approve the Site Plan for Panera Bread; Block 1, Lot 2, Alta Mere Crossing, C. Connelly Survey, Abstract 319, addressed as 6505 Westworth Blvd, Westworth Village, Tarrant County Texas.

- **MADE BY:** Nick Encke. **SECOND:** Steve Beckman.

Motion passed unanimously by a vote of 4 Ayes and 0 Nays (Zavala recused)

6. Citizen Comments:

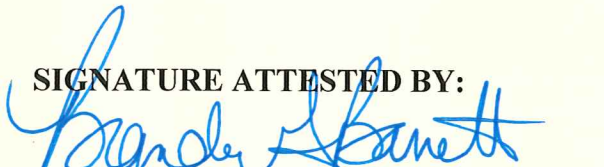
- Melva Campbell (124 Smallwood) invited everyone to attend the annual Westworth Village Church of Christ Chili Cook-off on Saturday, February 24 at 7pm.
- No other citizen comments.

ADJOURNED at 8:29pm by Mayor Coleman.

MINUTES APPROVED BY:


Michael R. Coleman, Mayor

SIGNATURE ATTESTED BY:


Brandy G. Barrett, City Secretary