



REGULAR CITY COUNCIL MEETING MINUTES

MAY 8, 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
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
Director of Cmty Dev	David Curwen
Librarian	Courtney Jackson

ABSENT: Council Member L. Kelly Jones

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.

REGULAR SESSION:

Mayor Coleman announced that Brandy Barrett had notified him that we could not Canvass the Election tonight, therefore Action Items E, F and G would be moved to a Special Council Meeting on Monday night at 6:00pm. At his request, Brandy explained the election canvass process; noting that at the time of the meeting there were outstanding overseas/military ballots.

1. **MOTION to approve the Agenda, as modified, moving Action Items E, F and G to the Special Council Meeting, scheduled for Monday, May 14th at 6:00pm.**
 - **MADE BY:** Dan Novak. **SECOND:** Steve Beckman.
 - **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

2. MOTION to approve the Consent Agenda

- **MADE BY:** Tiffany Aller. **SECOND:** Nick Encke.
- **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

The following consent agenda items were approved:

A. Approval of the Minutes:

- Council Meeting – April 10, 2018
- Special Council Meeting – May 3, 2018

B. Approval of the Financial Reports:

- TexPool Report
- A/P Disbursements

FUND BALANCES April 2018	GENERAL	WATER	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HCGC
Monthly Revenue	\$221,960	\$117,187	\$5,598	\$38,323	\$6,464	\$200	\$162,691
Monthly Disbursement	\$300,229	\$81,913	\$257,696	\$46,946	\$750	\$0.00	\$148,231
Cash on Hand	\$271,387	\$330,160	\$41,194	\$94,939	\$2036	\$225,544	\$133,996
TexPool	\$321,841	\$81,273	\$155,381,	\$238	\$740,704	\$163,506	N/A
Money Market	\$350,000	\$500,000	N/A	N/A	\$129,000	\$1,325,000	N/A

C. Appointment of Kelly Jones to Council Place 1, for the term ending May 2019. (LGC 22.010)

3. PROCLAMATIONS:

- **National Police Week, May 13-19, 2018, was read by Tiffany Aller and presented to Chief Reaves and Corporal Stuart Darby.**
- **National EMS Week, May 20-26, 2018, was read by Dan Novak and presented to Richard Brooks, on behalf of Medstar.**
- **National Military Appreciation Month, May 2018, was read by Steve Beckman and presented to Captain Townsend on behalf of the NASJRB.**

4. Staff Updates:

A. Police Department:

- Chief Kevin Reaves reported that in the month of April there were 237 traffic stops resulting in 183 violations, and 181 warnings. There were 1983 calls for service, including 359 - 911 calls, and 152 Priority One calls. In addition, we had a total of 20 arrests which resulted in 31 charges; 90 warrants were cleared via Police Departments and Court actions.

B. Code Enforcement & Building Inspection:

- Nader Jeri, Building Official, 135 Inspections were performed and 46 Code violations were resolved last month.
- Commercial projects currently under construction include: Burton Hill Baptist Church, 7-Eleven, Panera Bread Café, and Reeder Office Building.
- There are 25 new residential projects and 3 demolition open permits.

C. Library

- Courtney reported that Patron visits, circulation and consortium loans remain steady.
- She reviewed the Tocker Foundation Grant process and the needs it would meet at the Library if it was awarded. Tiffany Aller thanked her for her diligence in pursuing grants and improving the existing Library and services offered to patrons.

D. Public Works

- Joseph Alvarez, Public Works Director, reported 115 service orders, along with numerous other projects and TCEQ compliance activities performed by the Public Works team. He also noted that there were 10 Leak Alerts from the new metering system, most of which were sprinklers and hoses left on by kids, so the system is saving water and money.
- The annual mosquito trapping/testing project has begun.

E. Hawks Creek Golf Course and Community Development

- David Curwen provided the Hawks Creek Golf Club report, noting 3215 rounds were played last month, resulting in \$157K revenue. The course was closed 4 half days due to weather.
- David reported that the alleyway project is ongoing and the storm drain construction on the Panera Bread site is underway. Construction drawings for the sewer line extension on the newly platted lots on Popken Drive and the Burton Hill Baptist Church are pending.

F. Administration

- Sterling Naron, City Administrator, reported the TAP Grant is at 100% submittal with TxDOT, therefore TxDOT is schedule to LET in July with construction following in approximately 2-3 months.

5. Committee Updates:

- A. Finance Committee** – Steve Beckman, Chair – The Finance Committee continues the budgeting process, and earlier this evening reviewed the Water, Streets, Debt Service and Capital Improvement budgets. The city is in excellent financial shape.
- B. Library Committee** – Tiffany Aller, Chair – Complimented Courtney on her Tocker Grant process and was thrilled that prospects of renovating the library space. She also noted that she is continuing to assist Courtney in her efforts to get the word out at school about the Summer Reading program.

C. **Ordinance Committee** – Dan Novak, Chair – One Ordinances is on the agenda.

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

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

A. **Announcements:**

1. **MEETINGS SCHEDULED AND ANNOUCEMENTS:**

- **Special Council Meeting, Monday, May 14th at 6:00pm**
- **No Parking on Lyle Street, Tuesday, May 15th from 7:00am to 1:00pm, so a house could be moved**
- **City offices will be closed, in observance of Memorial Day, May 28th**
- **Planning and Zoning Commission Meeting, May 31st at 5:30pm**
- **CCPD Committee Meeting, June 12th at 5:30pm**
- **Finance Committee Meeting, June 12th, at 6:00pm**
- **Regular Council Meeting, June 12th, at 7:00pm**

7. **Action Items:**

A. **Mayor Coleman**

Review and discuss **with respect to FY 2018-2019 Preliminary Budget for Water, Streets, Debt Service and Capital Improvements.**

- Sterling Naron provided a recap of the information presented in detail at the Finance Committee meeting.
- **No action required, for information only.**

B. **Mayor Coleman**

Discuss and take action to designate Texas Health Harris Methodist Hospital Occupational Health Services physicians as the City's Health Officers. *(This is an annual appointment.)*

- Brandy Barrett explained the services are used for Human Resources needs, including workers compensation and new hires.

MOTION: To designate Texas Health Harris Methodist Hospital Occupational Health Services physicians as the City's Health Officers.

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

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

C. **Mayor Coleman**

Discuss and take action on Ordinance 434, amending Chapter 12, "Traffic and Vehicles", modifying the standards and regulations applicable to driveways on lots with alleys.

- Sterling Naron reviewed an example of an alley that should be excluded from the current requirements, as it was not going to be improved. Therefore, by adding the word "impervious" to the ordinance language, this alley and others would be excluded.

MOTION: Move to approve Ordinance 434, amending Chapter 12, "Traffic and Vehicles", modifying the standards and regulations applicable to driveways on lots with alleys.

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

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

D. Mayor Coleman

Discuss and take action to appoint members to the Planning & Zoning Commission. Members are appointed to two-year terms. Current members:

Expire May 31, 2018: Melva Campbell, John Hendrix and Michael Lewis.

Expire May 31, 2019: Margaret Worthington, Cheryl Chrisman, Darla Thornton and Riley Peveto.

- Brandy Barrett explained that she spoke with all three members regarding their desire to continue to serve on the Planning and Zoning Commission. Melva Campbell and Michael Lewis both requested to remain on the Commission, however, John Hendrix requested to be removed at the end of his term.

MOTION: Move to appoint Melva Campbell, and Michael Lewis as members of the Planning and Zoning Commission, to a term expiring May 31, 2020, and have the incoming council name the final member at the June meeting.

- **MADE BY:** Tiffany Aller. **SECOND:** Dan Novak.

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

Action Items E, F and G below, were removed from this agenda, to be considered at the Special Council Meeting, scheduled for May 14, 2018 at 6:00pm in the Council Chamber.

E. Mayor Coleman

Discuss and take action to adopt Ordinance 435, Canvassing Returns and Declaring Results of a General Election held on May 5, 2018, for Council Places 2, 3 and 4.

F. Mayor Coleman

Discuss and take action to Oath of Office, issuing Certificates of Election to the elected Council members for Council Places 2, 3 and 4.

G. Mayor Coleman

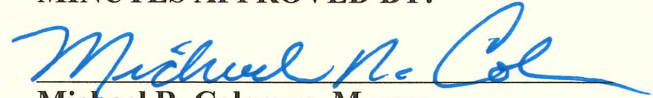
Discuss and take action to appoint members to the Finance Committee.

8. Citizen Comments:

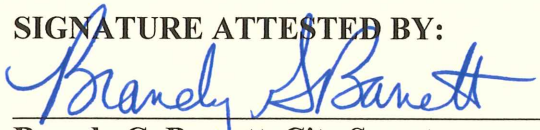
- Nyles Nielsen (5711 Randolph Court) – expressed his gratitude for the actions taken by Mayor Coleman and the council and for their tireless service to the making Westworth an excellent community. He also thanked outgoing Councilmen Encke and Beckman on a job well done.
- Jim Parnell (5809 Straley) – expressed his excitement that two of the council members lost their elections, and is looking forward to the new council earning the trust of the citizens, keeping them informed and most importantly not allowing eminent domain to take place.
- Melva Campbell (124 Smallwood) – thanked the Council and Staff for continuing to pursue an excellent library program. Noting that she helped start the library back in 1987 with shelving donated by the City of Ballenger and she has enjoyed watching it grow.
- No other citizen comments.

ADJOURNED at 8:22 pm by Mayor Coleman.

MINUTES APPROVED BY:


Michael R. Coleman, Mayor

SIGNATURE ATTESTED BY:


Brandy G. Barrett, City Secretary