



City of Westworth Village  
311 Burton Hill Road • Westworth Village, TX 76114  
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**REGULAR CITY COUNCIL MEETING MINUTES**

**NOVEMBER 14, 2017**  
**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)
City Administrator	Sterling Naron
City Secretary	Brandy Barrett
Police Chief	Kevin Reaves
City Attorney	Rob Allibon
Director of Cmty Dev	David Curwen
Public Works	Cody Cooke-Morse
Building Official	Nader Jeri
Librarian	Courtney Jackson
P&Z Commission Chair	Melva Campbell
P&Z Member	John Hendrix
Finance Member	Sharon Schmitz

**ABSENT:** Director of Public Works Joseph Alvarez

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

Meeting was called to order at 7:00pm by Mayor Coleman. Mayor Coleman noted for the record that Councilman Zavala was attending via live audio/video feed from Parras, Mexico and that in accordance with State Law, the audio and video were both being recorded. Councilman Zavala acknowledged that he could see and hear everyone just fine and Mayor Coleman confirmed that Councilman Zavala was being seen on the projector with clear audio.

**INVOCATION offered by Sterling Naron.**

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

**Mayor Coleman opened Public Hearing #1 at 7:02 pm:** the proposed amendments to Planned Development #7, Ordinance 405-A, regarding the Conditions Subsequent to the underlying zoning and Final Plat for the Magnolia West Subdivision, being 6.908 acres situated in the Cornelius Connelly Survey, Abstract No. 319, of

the City of Westworth Village, Tarrant County, Texas. *(This is the second Public Hearing, the first was held at the Planning and Zoning Committee on November 1, 2017.)*

- 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:** Dan Novak.
- **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 – October 10, 2017

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

- TexPool Report
- A/P Disbursements

<b>FUND BALANCES October 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>
Monthly Revenue	\$218,918	\$112,211	\$1003	\$40,565	\$5277	\$142	\$149,080
Monthly Disbursement	\$372,053	\$42,030	\$102,165	\$65,586	\$0.00	\$0.00	\$222,654
Cash on Hand	\$869,377	\$108,800	\$37,268	\$72,729	\$84,569	\$371,057	\$62,054
TexPool	\$238,758	\$80,844	\$1,057,568	\$236	\$150,391	\$162,644	N/A
Money Market	\$350,000	\$500,000	N/A	N/A	\$129,000	\$1,325,000	N/A

**2. Staff Updates:**

**A. Kevin Reaves, Police Chief**

- **Police Department Report:** 1927 CFS, including 294 - 911 calls, & 133 Priority-One calls. This is a 27% increase in calls from this time last year. 315 traffic stops resulting in 265 written violations and 210 written warnings. 42 arrests were made and 114 warrants were cleared via Police and Court actions.
- Chief reminded everyone



**B. Nader Jeri, Building Official**

- **Code Enforcement Report:** 54 Code Warnings / No Citations compared to 60/0 this same time last year.
- **Inspection Report:** 98 Inspections, compared to 94 this same time last year.

**C. Courtney Jackson, Librarian**

- **Patron visits:** This month total 168, compared to 241 this month last year.
- We are planning a Fall Harvest Party on November 18 from Noon to 3:00, with pumpkin painting, crafts and refreshments.

**D. Cody Cooke-Morse, Public Works**

- 127 Service Orders were processed by the department in September, compared to 164 for this time last year.
- AMA Meter Installations are at 86% complete, only 136 remain.

**E. David Curwen, Community Development Director**

- Golf Club Report: 2739 rounds, \$142K revenue, 41 Preferred Players. The course was closed 4 full days and 0 half days.
- Alley #2 is finished.
- Alley #6 is complete to the point it joins Seymour
- The alley order of completion has been revised to: #5, #4, #3, #1 and design work for #8 and #9 should be completed by January.
- The construction of the traffic light at SH183 at Fairway Drive has begun.

**F. Sterling Naron, City Administrator**

- TAP Grant remains at 95% submittal design phase complete and is pending approval with TxDOT. It is anticipated to be at 100% soon, Freese will be able to go out for bid upon TxDOT approval.
- Fort Worth Water will be increasing the water rates. Sterling presented a water report and proposed several rate options for the council to consider, to be effective January 1, 2018. This item will be placed on the December council agenda for council action.
- Brandy Barrett will make the full water report available in the City Lobby and online, in addition the highlights will be placed in the December newsletter, and notice regarding the December action will be noted on the water bills.

**3. Committee Updates:**

**A. Finance Committee** – Steve Beckman, Chair – Nothing to report.

**B. Library Committee** – Tiffany Aller, Chair – Nothing to report.

**C. Ordinance Committee** – Dan Novak, Chair – Several Ordinances are being presented on the agenda.

**D. Vision Committee** – Steve Beckman, Chair – Nothing to report

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

A. Announcements:

1. MEETINGS:

- Planning and Zoning Meeting, November 30, 2017 at 5:30pm
- Regular Council Meeting, December 12<sup>th</sup>, at 7:00pm

2. MISCELLANEOUS:

- City Offices will be closed in observance of Thanksgiving on November 23<sup>rd</sup> and 24<sup>th</sup> and for Christmas on December 25<sup>th</sup> and 26<sup>th</sup>.
- Fall Harvest Party, hosted by the Library will be on November 18<sup>th</sup>
- Pictures with Santa Claus will be December 16<sup>th</sup>, parade starts at 9:30am and the event ends at noon.

3. PROCLAMATION:

- Municipal Court Week – November 6<sup>th</sup> – 10<sup>th</sup>; read by Tiffany Aller. Mayor Coleman noted that Judge Callaway, Prosecutor Hernandez and Stacey Reid do an amazing job in our court and they set the example for other courts in our region to follow.

5. Action Items:

A. Mayor Coleman

Discuss and take action on Ordinance 405-B, modifying Planned Development #7, Conditions Subsequent to the underlying zoning and Final Plat for the Magnolia West Subdivision, being 6.908 acres situated in the Cornelius Connelly Survey, Abstract No. 319, of the City of Westworth Village, Tarrant County, Texas. *(The Planning and Zoning Committee met on November 1st and recommends Council approval.)*

**MOTION: To approve Ordinance 405-B, modifying Planned Development #7, Conditions Subsequent to the underlying zoning and Final Plat for the Magnolia West Subdivision, being 6.908 acres situated in the Cornelius Connelly Survey, Abstract No. 319, of the City of Westworth Village, Tarrant County, Texas.**

- **MADE BY:** Carlos Zavala. **SECOND:** Steve Beckman.
- Mayor Coleman wanted it noted in the minutes that this was the first motion made via video teleconferencing.

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

B. Mayor Coleman

Discuss and take action on Ordinance 421 amending Chapter 2, Article 2.01, by replacing section 2.01.001 and 2.01.005 of the Animal Control, modifying the definition and exceptions for Running at Large. *(Reviewed and recommended by the Ordinance Committee.)*

**DISCUSSION:** Brandy Barrett provided an overview of issues caused by the differences between Westworth Village and TRWD leash requirements, when a person leaves TRWD property and enters Westworth Village. The proposed changes make compliance with the transition easier for pet owners and it is enforceable.

**MOTION: To approve Ordinance 421 amending Chapter 2, Article 2.01, by replacing section 2.01.001 and 2.01.005 of the Animal Control, modifying the definition and exceptions for Running at Large.**

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

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

C. Mayor Coleman

Discuss and take action on Ordinance 422 amending Chapter 1, Article 1.11, modifying Schedule A - Rules and Regulations of the Westworth Village Public Library. *(Reviewed and recommended by both the Library and Ordinance Committees.)*

**DISCUSSION:** Brandy Barrett noted the changes were proposed by the Library committee to increase library usage and provide additional learning opportunities for area students.



**MOTION: To approve Ordinance 422 amending Chapter 1, Article 1.11, modifying Schedule A - Rules and Regulations of the Westworth Village Public Library.**

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

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

**D. Mayor Coleman**

Discuss and take action to vote on the Election of Members to the Tarrant Appraisal District (TAD) Board of Directors.

**DISCUSSION:** Sterling Naron reviewed the process and noted that Westworth Village could cast one vote.

**MOTION: To direct the City Administrator to cast the Westworth Village vote for candidate Mark Wood in the Tarrant Appraisal District (TAD) Board of Directors election.**

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

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

**6. Citizen Comments:**


No citizen comments were made.

**ADJOURNED at 8:11pm by Mayor Coleman.**

**MINUTES APPROVED BY:**

  
Michael R. Coleman, Mayor

**SIGNATURE ATTESTED BY:**

  
Brandy G. Barrett, City Secretary

