



**REGULAR CITY COUNCIL MEETING MINUTES**

**DECEMBER 12, 2017**  
**PRE-COUNCIL SESSION: 6:45 PM**  
**REGULAR SESSION: 7:00 PM**

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

<b>ATTENDEES:</b>	Mayor	Michael Coleman
	Mayor Pro-Tem	Steve Beckman
	Council Member	Nick Encke
	Council Member	Dan Novak
	Council Member	Tiffany Aller
	Council Member	Carlos Zavala
	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
	P&Z Commission Chair	Melva Campbell
	P&Z Member	John Hendrix
<b>ABSENT:</b>	Director of Cmty Dev	David Curwen

**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 Planned Development #9 Conditions Subsequent to the underlying zoning and Final Plat for the Fort Capital Addition at 409 Burton Hill Road, further described as 2.832 acres of Nathan H Carroll Survey, Abstract 264 Tract 86B & Tract 87, of the City of Westworth Village, Tarrant County, Texas.

- Sterling Naron reviewed the Planned Development, noting that no changes had been made since the concept plan was approved.
- No citizen comments were made.

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

**Mayor Coleman opened Public Hearing #2 at 7:03 pm:**

Regarding the Westworth Village portion of the Tarrant County Hazardous Mitigation Plan to identify community assets, issues of concern, threat and hazard history and prioritization of mitigation activities and continued public involvement following adoption of the plan.

- Brandy Barrett provided an overview of Westworth Villages portion of the overall County plan, and encouraged residents to complete and return the surveys that would be sent out in the water bills.
- No citizen comments were made.

**Mayor Coleman closed Public Hearing #2 at 7:04pm.**

**Mayor Coleman opened Public Hearing #3 at 7:04 pm:**

Regarding Ordinance 425, proposed water and sewer rate increases, anticipated effective date of January 1, 2018.

- Sterling Naron reviewed the proposed rate increases, noting the proposal was made available to all residents online, in the city hall lobby and was included in the newsletter. He reported that he had not received any citizen feedback regarding the proposal.
- No citizen comments were made.

**Mayor Coleman closed Public Hearing #3 at 7:06pm.**

**1. MOTION to approve the Agenda**

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

**MOTION to approve the Consent Agenda**

- **MADE BY:** Dan Novak. **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 – November 14, 2017

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

- TexPool Report
- A/P Disbursements

FUND BALANCES November 2017	GENERAL	WATER	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HCGC
Monthly Revenue	\$207,815	\$102,574	\$9,478	\$40,395	\$28,172	\$0.00	\$115,078
Monthly Disbursement	\$236,826	\$35,589	\$137,337	\$51,581	\$0.00	\$81,766	\$103,016
Cash on Hand	\$828,033	\$1,159,370	\$48,157	\$61,382	\$84,569	\$339,203	\$74,199
TexPool	\$209,646	\$80,845	\$980,901	\$236	\$151,330	\$162,645	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 there was an increase in arrest over this same period last year. In addition, since staffing was down due to unfilled open positions, the number of written violations was down for year as well. However, calls for service, including Lakeside have continued to rise.

### B. Code Enforcement & Building Inspection:

- Nader Jeri, Building Official, reported that number of building inspections performed is slightly higher than last year. Based on the construction projects this number is expected to continue to increase. In addition, he noted that more code enforcement activities took place due to the unseasonably warmer weather this year.

### C. Library

- Courtney Jackson, Librarian, reported that the library usage continues to increase and patrons love the new library. In addition, it was noted that this is the first time that consortium loans received from other libraries exceeded the number of loans we provided to other locations. Councilman Zavala thanked Courtney for her services and noted that a member of his neighborhood encouraged everyone to visit the library, because the staff was extremely helpful and friendly.

### D. Public Works

- Joey Alvarez, Public Works Director, reported a significant decrease in the number of work orders as compared to November of last year. He noted that the AMA meter installations were the driving factor last year and additional staff from the golf course was utilized.

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

- Sterling Naron provided the Hawks Creek Golf Club report, noting in the month of November 2418 rounds were played, resulting in \$111K revenue. The course was closed 2.5 days and the bunker renovations, while ongoing, are already receiving positive feedback.
- Alley renovations are ongoing and progressing as scheduled. He provided an update of commercial developments that are pending and in progress including Panera Bread, Braum's, Chipotle, Dairy Queen and several office buildings.



## F. Administration

- Sterling Naron, City Administrator, reported the TAP Grant is now at 99% complete and is pending final approval with TxDOT. It is anticipated to be at 100% soon, Freese has developed a project timeline and will go out for bid upon TxDOT final approval. The Mayor requested the staff announce road closures and delays with as much notice as possible when construction begins.

## 3. Committee Updates:

- A. **Finance Committee** – Steve Beckman, Chair – The budget planning calendar has been set and meetings will be scheduled starting in February.
- B. **Library Committee** – Tiffany Aller, Chair – The committee will be working on a Friends of the Library group starting after the first of the year and will continue to work with the school to increase student usage of the library. She also noted that Courtney was doing an excellent job.
- C. **Ordinance Committee** – Dan Novak, Chair – Several Ordinances are presented on this agenda.
- D. **Vision Committee** – Steve Beckman, Chair – The staff have updated the Vision presentation on the website with the current budget number and staffing levels.

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

### A. Announcements:

#### 1. MEETINGS:

- Regular Council Meeting, January 9<sup>th</sup>, at 7:00pm

#### 2. MISCELLANEOUS:

- Pictures with Santa Claus will be December 16<sup>th</sup> in the Community Room, the parade starts at 9:30am and the event ends at noon.
- City Offices will be closed in observance of Christmas on December 25<sup>th</sup> and 26<sup>th</sup> and New Year's Day on January 1<sup>st</sup>

## 5. Action Items:

### A. Mayor Coleman

Discuss and take action on Ordinance 423 modifying Chapter 14, Section 14.4.25, Screening Walls, of the Westworth Village Planning and Zoning Ordinance.

**MOTION: To approve Ordinance 423 modifying Chapter 14, Section 14.4.25, Screening Walls, of the Westworth Village Planning and Zoning Ordinance.**

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

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

### B. Mayor Coleman

Discuss and take action on Ordinance 424 amending the city utilities rates by increasing certain water and sewer rates and charges.

**MOTION: To approve Ordinance 424 amending the city utilities rates by increasing certain water and sewer rates and charges.**

- **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 425 vacating and abandoning an alley area on a section of Carb Drive, reserving a public easement, and authorizing the Mayor to execute quitclaim deeds, releasing public ownership interest and control of such right-of-way subject to the reservation of a public utility easement.

- Sterling Naron provided a review and noted that a survey still needed to be performed in order to finalize the proposed Ordinance. He requested the Council table this item until the survey was complete.

**MOTION: To table this issue indefinitely, as all the necessary information is not available at this time.**

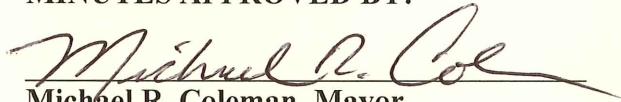
- **MADE BY:** Steve Beckman. **SECOND:** Carlos Zavala.  
**Motion passed unanimously** by a vote of 5 Ayes and 0 Nays

**6. Citizen Comments:**

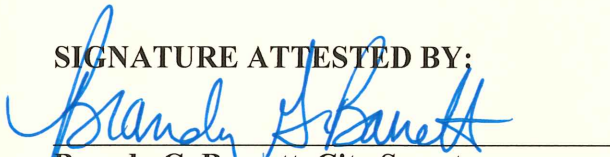
- Melva Campbell (*124 Smallwood*), announced that River Oaks was adding a Bus Stop in front of their City Hall.
- No other citizen comments.

**ADJOURNED at 7:51pm by Mayor Coleman.**

**MINUTES APPROVED BY:**

  
Michael R. Coleman, Mayor

**SIGNATURE ATTESTED BY:**

  
Brandy G. Barrett, City Secretary

