



Tuesday, February 11, 2020

7:00 PM

Council Chambers

<b>ATTENDEES:</b>	Mayor	L. Kelly Jones
	Council Member	Rosa Mendez
	Council Member	Tiffany Aller
	Council Member	Sharon Schmitz
	Council Member	John Davies
	Council Member	Christina Cowden
	City Secretary	Brandy Barrett
	City Administrator	Sterling Naron
	Police Chief	Kevin Reaves
	City Attorney	Ashley Dierker
	Public Works	Cody Cooke-Morse
	Building Official	Nader Jeri
	HCGC Head Pro	Mike Krsnak

**ABSENT:** Public Works Director Joey Alvarez

**REGULAR SESSION:**

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

**INVOCATION** was given by Sterling Naron.

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

**PUBLIC HEARING** was opened by Mayor Jones at 7:01pm.

Public Hearing to receive citizen comments & input on Ordinance 457 amending Chapter 3, Building Regulations, of the code of ordinances, adopting the 2018 editions of the international building codes, the international plumbing code, international mechanical code, international fuel gas code, international residential code, & international energy conservation code & NCTCOG recommended amendments, and adopting the 2017 edition of the national electrical code & NCTCOG recommended amendments.

**No comments were made, and Mayor Jones closed the public hearing at 7:02pm.**

**REGULAR SESSION:**

**1. MOTION to approve the Agenda.**

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

**2. Approval of the Consent Agenda**

Mayor Jones explained the purpose of the consent agenda, noting that a council member must request an item be removed from the consent agenda if it was to be discussed, otherwise, a single motion would approve all items on the consent agenda.

**A. Approval of the Minutes:**

- Council Meeting – January 14, 2020

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

- TexPool Report
- A/P Disbursements

<b>FUND BALANCES Jan 2020</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>STREET</b>
Revenue	\$565,612	\$117,852	\$0.00	\$50,901	\$200,421	\$0.00	\$89,915	\$25,521
Disbursements	\$227,988	\$132,277	\$157,899	\$28,999	\$163,019	\$112,694	\$101,385	\$11,093
Cash on Hand	\$203,783	\$448,572	\$16,975	\$99,433	\$15,590	\$131,320	\$115,610	\$39,943
TexPool	\$349,979	\$84,309	\$24,825	\$247	\$259,015	\$133,771	NA	NA
Money Market	\$350,000	\$500,000	NA	NA	\$129,000	\$1,090,000	NA	NA

**MOTION to approve the Consent Agenda.**

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

**3. STAFF UPDATES:**

**A. Police Department**

- Chief Reaves reported that last month there were 491 traffic stops, resulting in 350 cited violations and 395 warnings. There were 2017 calls for service, including 170 - 911 calls. In addition, there were a total of 23 arrests, which resulted in 25 charges.
- Chief Reaves reviewed his annual report, noting it had been published online as required.

**B. Code Enforcement & Building Inspection**

- Nader Jeri, Building Official, reported 111 Inspections were performed and 36 Code violations were resolved last month.
- Commercial projects include Jefferson Dental Office and the finish out on a 1<sup>st</sup> floor office space in the Reeder building.
- There are 22 ongoing residential projects.

**C. Joseph Alvarez, Public Works**

- Cody Cooke-Morse, Public Works team member, reported 195 work and service orders were completed in the month, in Mr. Alvarez's absence.

**D. Mike Krsnak, Head Pro**

- Mike Krsnak, Hawks Creek Head Pro, provided the golf course report noting a slight increase in rounds and revenue from the same period in the prior fiscal year.

**E. Administration**

- Mr. Naron provided a recap of the finance variance report.
- Mr. Naron provided a brief update on the Trail project noting that the project is nearing completion behind the Fairways noting the Leonard Trail section would begin soon. He added that they were still awaiting TxDOT approval on the crossing location.
- Mr. Naron introduced Elena Fernandez, of Perdue, Brandon, Fielder, Collins and Mott, LLP, the city's collection firm. Ms. Fernandez provided a recap of their services over the prior two years. Mr. Naron requested the council pose any questions regarding the contract renewals on this agenda, so Ms. Fernandez and her team could be dismissed. No questions were posed, and Ms. Fernandez was thanked for her report and firms diligent work on behalf of the city.

#### 4. MAYOR'S REPORT:

Mayor Jones provided a brief recap of his prior 30 days, including:

- Announcing that longtime resident and former council member Martha Lopez was in the hospital and requested the citizen keep her and her family in their prayers.
- Recapping the Town Hall meeting, grateful for the 22 attendees and encouraging those who were unable to attend to review the information in the lobby & submit their suggestions to Ms. Barrett.
- Reading a letter from David Luttrell, as he requested, regarding the exceptional service he received from staff members Cody Cooke-Morse, Joey Alvarez, Nader Jeri and Brandy Barrett.

#### 5. ADVISORY BOARD AND COMMITTEE UPDATES: No reports were given, as there were no advisory board and committee meetings in the prior 30 days.

#### 6. PUBLIC INFORMATION/ANNOUNCEMENTS – Brandy Barrett, City Secretary

##### A. Announcements and Proclamations

- City offices will be closed in observance of Presidents Day on February 17<sup>th</sup>.
- The last day to file to have name on the general or special ballot is February 14<sup>th</sup> by 5:00pm.

##### B. Meetings

- Golf Course Advisory Board meeting, March 3<sup>rd</sup> at 5:30pm
- Long Range Planning Advisory Board meeting, March 3<sup>rd</sup> at 6:30pm
- Ordinance Committee meeting, March 5<sup>th</sup> at 5:30pm
- Public Safety Committee, March 5<sup>th</sup> at 6:30pm
- Finance Committee meeting, March 10<sup>th</sup> at 6:00pm
- Regular Council meeting, March 10<sup>th</sup> at 7:00pm

##### C. CITIZEN COMMENTS:

- Geordan Strain (5601 Twin Lane) – provided information about Trinity Habitat for Humanity, Inc, expressing his desire for the city to require developers to donate. He noted that he had met with Mr. Naron after the last meeting and agreed to continue to work on language to present to the Ordinance Committee for consideration.
- There were no other citizen comments.

#### EXECUTIVE SESSION:

**Convene in closed executive session to deliberate the following items at 7:45pm:**

- A. Consultation with Attorney pursuant to Texas Government Code Section 551.071.  
Deliberation of the White Settlement 380 Agreement Lawsuit.
- B. Consultation with Attorney pursuant to Texas Government Code Section 551.074.  
Deliberation of personnel matter.

**Re-convene in Regular Session at 8:06pm, no action was taken in Executive Session.**

#### 7. ACTION ITEMS:

##### A. Mayor Jones

Discuss and take action on the **Fiscal Year 2018-2019 Audit**. *(This item will be presented and reviewed at the Finance Committee Meeting scheduled to start at 6:00pm preceding the council meeting.)*

**MOTION approve the Fiscal Year 2018-2019 Audit.**

- **MADE BY:** Sharon Schmitz. **SECOND:** John Davies.

## **DISCUSSION:**

- Mayor Jones stated this was the first time in all his years of public service that he received a clean audit with no disclosures and applauded the staff on their excellent work.

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

### **B. Mayor Jones**

Discuss and take action to authorize the mayor to execute an interlocal agreement with the Texas Department of Public Safety, Enforcement and Compliance Services, Failure to Appear Program. *(This program works with municipal courts to place a hold on an identification card or driver's license renewal for individuals who fail to appear or comply with a court order.)*

**MOTION to authorize the mayor to execute an interlocal agreement with the Texas Department of Public Safety, Enforcement and Compliance Services, Failure to Appear Program.**

- **MADE BY:** Rosa Mendez. **SECOND:** Tiffany Aller.

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

### **C. Mayor Jones**

Discuss and take action on Ordinance 457 amending Chapter 3, Building Regulations, of the code of ordinances, adopting the 2018 editions of the international building codes, the international plumbing code, the international mechanical code, the international fuel gas code, the international residential code, and the international energy conservation code and NCTCOG recommended amendments, and adopting the 2017 edition of the national electrical code and NCTCOG recommended amendments.

**MOTION to indefinitely postpone and refer this item to the Ordinance Committee for a recommendation.**

- **MADE BY:** Sharon Schmitz. **SECOND:** John Davies.

**Motion passed** by a vote of 4 Ayes and 1 Nays (Aller)

### **D. Mayor Jones**

Discuss and take action **to authorize the mayor to secure the services of Kimley Horn to study and recommend a minimum/maximum finish floor height and mitigation measures for water runoff.** *(This is based on a discussion from the citizen concerns at the February 4<sup>th</sup> Town Hall meeting.)*

- Mayor Jones requested the council not take action on this item until the staff was able to complete their research of other cities and recommend a scope of work. The council concurred and no action was taken.

### **E. Mayor Jones**

Discuss and take action on Ordinance 458 amending chapter 3, article 3.01 of the Westworth Village Code of Ordinances, adding the requirement that construction job sites be cleaned daily.

**MOTION to approve Ordinance 458 amending chapter 3, article 3.01 of the Westworth Village Code of Ordinances, adding the requirement that construction job sites be cleaned daily.**

**MADE BY:** Rosa Mendez. **SECOND:** Tiffany Aller.

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

**Items F. G. and H** *(contracts with Perdue, Brandon, Fielder, Collins and Mott, LLP were all combined and approved in one action due to the prior presentation)*

### **Mayor Jones**

- F. Discuss and take action to approve a contingent fee contract with Perdue, Brandon, Fielder, Collins and Mott, LLP pursuant to Tax Code §6.30, said contract being for the collection of delinquent government receivables owed to City of Westworth Village.



- G. Discuss and take action to approve a contingent fee contract with Perdue, Brandon, Fielder, Collins and Mott, LLP pursuant to Article 103.0031 of the Code of Criminal Procedure, said contract being for the collection of delinquent government receivables owed to City of Westworth Village.
- H. Discuss and take action on to approve a contingent fee contract with Perdue, Brandon, Fielder, Collins and Mott, LLP, said contract being for the collection of delinquent utility assessments and miscellaneous debts owed to City of Westworth Village.

**MOTION to approve Items F, G and H, contingent fee contracts with Perdue, Brandon, Fielder, Collins and Mott, LLP, pursuant to Tax Code §6.30, and Article 103.0031 of the Code of Criminal Procedure, said contracts being for the collection of delinquent taxes, fines, fees, utility assessments and miscellaneous government receivables owed to City of Westworth Village.**

**MADE BY:** Tiffany Aller. **SECOND:** Rosa Mendez.

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

**I. Councilwoman Mendez**

Discuss the possibility of implementing Rules of Order.

- Councilwoman Mendez opened a discussion, stemming from the interaction at the prior Public Safety Committee meeting, between her and fellow committee member Tony Yeager. She requested the council consider adopting Rules of Order to prevent such events in the future. She stated she had spoken to the Texas Municipal League, mayors and councilmembers from Kennedale, Keller, North Richland Hills, Fort Worth and Arlington, and each of them have a Rules of Order. Following a lengthy discussion which included the right to free speech, Roberts Rules of Order, and the subjective nature of individual conduct and how it is perceived, the council concurred with Mayor Jones that this should be referred to Councilwoman Mendez's Ordinance Committee for a recommendation. It was noted that the recommendation should be in the form of a resolution, not an ordinance. Several citizens spoke on the topic and no action was taken.


**J. Councilwoman Mendez**

Discuss the possibility of video recording meetings.

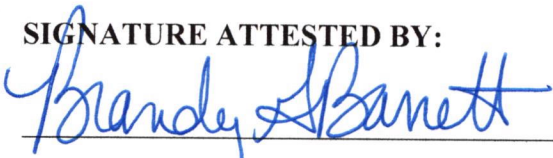
- Councilwoman Mendez opened a discussion regarding the need to video record meetings for citizens to watch. Discussion ensued about the difference between video records and televised meetings, the creation and maintenance of this type of city record in compliance with the State Records Retention Schedules and the need to evaluate the potential cost to create, store and maintain such records.
- Mayor Jones stated that it could be done if the council wanted to spend the money. He asked the council members to follow up with him if they desired to pursue this and he would have the staff look into the matter further. Councilwoman Mendez thanked them for considering it. No action was taken.

**The meeting was adjourned at 9:01pm by Mayor Jones.**

**MINUTES APPROVED BY:**

  
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L. Kelly Jones, Mayor

**SIGNATURE ATTESTED BY:**

  
\_\_\_\_\_  
Brandy G. Barrett, City Secretary

