



City of Westworth Village
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REGULAR CITY COUNCIL MEETING MINUTES

JANUARY 14, 2014
PRE-COUNCIL SESSION: 6:45 PM
REGULAR SESSION: 7:00 PM

MUNICIPAL COMPLEX
COUNCIL CHAMBERS
311 BURTON HILL ROAD

ATTENDEES:	Mayor	Tony Yeager
	Mayor Pro-Tem	Kelly Jones
	Council Member	Jill Patton
	Council Member	Nick Encke
	Council Member	Steve Beckman
	Council Member	Mike Coleman
	City Administrator	Roger Unger
	City Secretary	Carol Borges
	Police Chief	Doug Reim
	Police Detective	Darren Clark
	Senior Fire Chief	Don Day
	HC Director of Golf	David Curwen
	HC Superintendent	Sterling Naron
	Code Enforcement	Ryan Studdard
	Librarian	Rhonda Hines
	City Attorney	Ashley Dierker
ABSENT:	Fire Chief	Brian McKinney
GUESTS:	St Elisabeth's Episcopal	Reverend Sandi Michels

PRE-COUNCIL SESSION CALLED TO ORDER at 6:48pm by Mayor Yeager.

- No discussion on action items.
- **Director of Golf David Curwen presented the course improvements design created by the Colligan Group.**

PRE-COUNCIL CLOSED at 7:07pm by Mayor Yeager.

REGULAR COUNCIL MEETING CALLED TO ORDER at 7:07pm by Mayor Yeager.

INVOCATION offered by Mother Sandi Michels, Reverend of St Elisabeth's Episcopal Church in River Oaks.

PLEDGE OF ALLEGIANCE led by Mayor Yeager.

1. Approval of the Agenda

MOTION to approve the Agenda: Steve Beckman. **SECOND:** Jill Patton.

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

2. Approval of the Consent Agenda:

MOTION to approve the Consent Agenda: Mike Coleman. **SECOND:** Nick Encke.

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

The following consent agenda items were approved.

A. Approval of the Minutes:

- Regular Council Meeting – December 10, 2013
- Special Council Meeting – December 20, 2013

B. Approval of December's Financial Reports:

- TexPool Report
- A/P Disbursements Report
- Monthly Variance Report

FUND BALANCES DECEMBER 2013	GENERAL FUND	WATER FUND	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HAWKS CREEK GOLF CLUB
Monthly Revenue	\$298,942	\$80,102	\$45,436	\$37,800	\$101,185	\$5,250	\$67,836
Monthly Disbursement	\$215,143	\$76,141	\$218,493	\$49,469	\$500	\$12,596	\$80,726
TexPool Balance	\$1,149,943	\$472,514	\$5,286,783	\$3,235	\$896,442	\$738,145	N/A
Cash on Hand	\$71,104	163,715\$	\$4,867	\$35,155	\$8,861	\$9,817	\$187,862
CDARS Investment	\$801,713	\$448,083	N/A	N/A	N/A	\$848,389	N/A
CDARS Interest to Date	\$1,363	\$1,119	N/A	N/A	N/A	\$1,867	N/A

3. Staff Updates:

A. Doug Reim, Police Chief

- Chief Reim recognized **Detective Darren Clark's 5th Anniversary with the Police Department**. Mayor Yeager stated his appreciation for Detective Clark's work and commitment to the City.
- **Racial Profiling Report for FY 2012-2013**: Chief Reim presented the annual profiling report.
- **PD Reports**: Priority Calls for Service 267, YTD 915; Self-Initiated Calls 989, YTD 2719; 911 Calls 200; Citations 144; Violations 231; Jail 52, YTD 165.
- Chief Reim made a presentation on Lt Lipperdt's participation in the **Special Olympics Over the Edge fundraiser**. Westworth Village raised over \$1000.
- **Special Olympics Golf Tournament** will be held on May 6th with shotgun start at 1:30pm.

B. Ryan Studdard, Code Enforcement

- **Code Enforcement Report**: 23 code violations were addressed in December, YTD 603; No citations were issued in December, YTD 36.
- **Inspection Report**: 29 inspections were performed in December, YTD 636.

C. Don Day, Senior Fire Chief

- **Fire Dept Report**: Total calls 45, including 15 EMS, 12 Fire calls, and 19 Mutual Aid calls to River Oaks; average response "in city" was 5.36 minutes. There were 40 training hours on Physical Training, Mutual Aid Apparatus Familiarization, and Fire Hose Deployment. Dept participated in Career Day at Burton Hill Elementary, Westworth Santa Parade, Hope for Hunter Benefit, and the Sansom Park Christmas Parade and Fireworks Demonstration.

D. David Curwen, Director of Golf of the Hawks Creek Golf Club

- Director Curwen showed a **video of the greens being covered due to inclement weather**. It took 16 men 70 man-hours to spread the tarps. David thanked the Public Works team for their assistance throughout the storm. Weather caused the course to be closed 12 days in December; 19 days since the beginning of the fiscal year. That's more than the entire Fiscal 2013. Weather related damage to the grounds will be evident in the spring. Superintendent Sterling Naron expects there to be a 3-6 week lag in the normal growth season.
- Thanks again to the Public Works team for assistance with **brush removal and maintenance**.
- **Golf Club Report**: 1457 Rounds; \$65,665.97 Revenue. Senior play has declined.
- David is pursuing a marketing contract with **GolfNow**, a subsidiary of NBC Sports (including the Golf Channel). This opportunity will provide website and online tee time reservation, as well as point-of-sale (POS) programs, with the potential for significant cost savings over the current software.

E. Rhonda Hines, Librarian

- **Library Report**: Data upload and reports manipulation is going well. Material reservations by Consortium members are increasing. Library was only open 16 days in December due to inclement weather.
- **River Oaks News** reporter is writing a story on the library which will be published in two weeks.

- **Del Taco** manager Chris Blake offered bookmarks and food coupons to library patrons in the month of January.

F. Roger Unger, City Administrator

- **Capital Projects/Infrastructure:** **Coleman and Tracyne infrastructure projects** are moving forward. Larry Briones and Laura Pinson confirmed the waterline along Coleman had been replaced in the 1990's by Carter Burgess, therefore eliminating that part of the project. Roger is very satisfied with the Fain Group construction team. **Fort Worth** is working on their **waterline on Seymour**. They will repave the street. Roger will meet with Freese & Nichols engineers to discuss the **2015 CDBG project**. **Tarrant County** hasn't been as responsive as in the past regarding joint projects.
- **Budget/Disbursements:** **Variance report** shows CCPD expenditures higher due to two new vehicles purchased in 1Q14; Hawks Creek revenue is down due to weather; Court revenue is down due to a decrease in tickets written; sales tax revenue has increased; franchise fees have decreased.
- **FY 2012-2013 Audit:** Roger is pleased with the audit report. PB&H presented the audit to the Finance Committee earlier this evening.
- **Public Works Service Order Report** included in packet.

G. Carol Borges, City Secretary

- **Election May 10, 2014:** Westworth Village will vote to elect Council Places 2, 3, and 4. Candidate filing period is January 29 through February 28. Application packets are available.

4. Committee Updates:

- A. Finance Committee** –Kelly Jones, Chair - The Finance Committee received the preliminary audit from PB&H earlier this evening. The City continues to be in splendid shape with 10 months of operating funds in reserve.
- B. Fire Dept Consolidation Committee** –Kelly Jones, Chair - A few meetings have been held to discuss consolidation with River Oaks and Sansom Park, as well as with White Settlement. Chairman Jones expects further discussion before bringing a recommendation to Council. The Westworth Fire Dept continues to do a very good job for the residents.
- C. Library Committee** –Jill Patton, Chair - A brief meeting was held in January. Librarian Rhonda Hines is doing an excellent job cleaning up the database records. Chairwoman Patton would like to investigate using community service appointees from the Court to assist as available.
- D. Ordinance Committee** –Mike Coleman, Chair – Nothing to report.
- E. Vision Committee** – Steve Beckman, Chair – Nothing to report.

5. Public Information

- A. Communications:** None.

B. Announcements: Mrs Melva Campbell announced the Westworth Church of Christ Annual Chili Cook-off will be held on Saturday, February 1st, at 6pm.

C. Citizen Comments: None.

6. Executive Session called at 7:56pm with Mayor Yeager, all Council Members, City Administrator Roger Unger, and City Attorney Ashley Dierker in attendance.

A. Convene into executive session to deliberate the following item pursuant to Texas Government Code, Chapter 551.071(2) Consultation with Attorney on a matter in which the duty of the attorney to the governmental body conflicts with this chapter: receive legal advice related to the proposed Tri-City Fire Department contract.

B. Convene into executive session to deliberate the following item pursuant to Texas Government Code, Chapter 551.074(a)(1) To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: with regard to the position of City Attorney.

Reconvened into Regular Session at 8:51pm.

7. Action Items:

A. Mayor Yeager

Discuss and take action with respect to the proposed Tri-City Fire Department contract and Board appointments.

- No action taken.

B. Mayor Yeager

Discuss and take action with respect to going out for a Request for Proposal (RFP) for legal services.

- No action taken.

C. Mayor Yeager

Discuss and take action with respect to capital improvements at HCGC. [Staff is requesting authorization to go out for bids.]

- **MOTION to allow the Hawks Creek staff to go out for bids on the capital improvement project at the Club made by Nick Encke. SECOND by Jill Patton. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.**

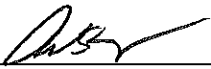
D. Mayor Yeager

Discuss and take action with respect to the FY 2012-2013 Audit Report.

- **MOTION to accept the Fiscal Year 2012-2013 Audit Report as presented by PB&H made by Kelly Jones. SECOND by Steve Beckman. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.**

ADJOURNED at 8:54pm by Mayor Yeager.

MINUTES APPROVED BY:



**Anthony Yeager, Mayor
City of Westworth Village, TX**

This, the 11th day of February, 2014.

SIGNATURE ATTESTED BY:



**Carol Ann Borges, City Secretary
City of Westworth Village, TX**

