



**CALL TO ORDER**

**CITIZEN COMMENTS**

*This is an opportunity for citizens to address the committee on any matter over which they have authority, whether it is or is not posted on the agenda. The committee is not permitted to discuss or take action on any presentations concerning an item not listed on the agenda. Citizens may speak up to three (3) minutes or the time limit determined by the Mayor or presiding officer.*

**ACTION & BRIEFING ITEMS:**

- A.** Approval of the August 4, 2020 meeting minutes.
- B.** Briefing on finalization of the Burton Hill Elementary School bus land and crossing project.
- C.** Review and discuss the Fiscal Year 20-21 street lighting project. *(The City Council approved the committee’s recommendation to spend up to \$26,000 on streetlights. Chief Reaves was tasked with working with affected property owners and will be reporting on his progress and installation recommendations.)*
- D.** Discuss and take action recommending the city council consider a Green Spaces, Parks and Trails Crime Prevention Plan. *(Chief Reaves will be presenting a safety proposal that includes possible ordinance changes and additional signage along the trail, existing green spaces near the trail and in future parks.)*
- E.** The next meeting will be scheduled as needed.

**ADJOURN**

*The Committee reserves the right to retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meeting Act.*

*This facility is wheelchair accessible and handicapped parking spaces are available. Requests for accommodations for the hearing impaired must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (817) 710-2526 for assistance.*

*A quorum of the council or other committees may be present at this meeting; however, no council or other committee discussion or action will be taken. I certify that the above notice was posted on the bulletin board at the Westworth Village City Hall, 311 Burton Hill Road, Westworth Village, Texas on this, the 9<sup>th</sup> day of October 2020, at 10pm, in accordance with Chapter 551 of the Texas Government Code.*

**Brandy G. Barrett, TRMC**  
City Secretary





ATTENDEES: Tiffany Aller Chair
Tony Yeager Member
Abraham Elizondo Member
J.D. Ambrose Member
L. Kelly Jones Mayor
Brandy Barrett City Secretary

ABSENT: Dani Briones Member
Jo Ann Rowls Member
Rosa Mendez Member
Kevin Reaves Police Chief

CALLED TO ORDER Due to the COVID-19 pandemic, state, county and local disaster declarations, the meeting was called at 6:31pm by Tiffany Aller via a GoToMeeting teleconference. Members of the public joined electronically using the information published on the agenda.

Citizen Comments:

- There were no citizen comments.

ACTION ITEMS:

A. Approval of both the minutes from the June 4, 2020 meeting minutes.

MOTION to approve the minutes from the June 4, 2020 meeting.

- MADE BY: Tony Yeager. SECOND: Abraham Elizondo.

DISCUSSION

Motion passed vote of 4 Ayes and 0 Nays

B. Discuss and take action on the street lighting concerns identified in the citywide survey and February 4th town hall meeting.

- Ms. Barrett presented a review of citywide survey and town hall meeting results, recommending that Chief Reaves be granted additional time to meet with citizens in the identified areas and recommend the order of installation based on public safety need. She noted that the upcoming fiscal year budget included \$26,000 for the installation of additional streetlights.

MOTION to approve recommend council to spend up to \$26,000 to install street lights, in citizen identified locations, provided the residents in the immediate area are notified and given an opportunity for placement input, and authorizing the Chief of Police to determine the order of installation based on public safety.

- MADE BY: Tony Yeager. SECOND: Abraham Elizondo

DISCUSSION

- Discussion regarding how the locations were selected, the expectations of staff to work with the identified homeowners insuring they want the light installed and the ability for additional lights to be requested in the future.

Motion passed vote of 4 Ayes and 0 Nays.

- C. Review the status of the Burton Hill Elementary bus lane/pedestrian crossing and the citywide installation of the new 25MPH speed limit signs.
- Discussion only, no action was taken.
- D. The next meeting will be scheduled as needed.

**ADJOURNED at 7:01pm.**

**MINUTES APPROVED on this day, the 13<sup>th</sup> day of October 2020.**

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**Tiffany Aller, Chair**

**ATTESTED TO BY:**

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**Brandy G. Barrett, TRMC**  
City Secretary



**Westworth Police Department**  
311 Burton Hill Road  
Westworth Village, Texas 76114  
Phone 817-738-3675 fax 817-738-0535



Westworth Police Department

DATE: 9-25-2020  
TO: Mayor Jones et al:  
FROM: Kevin C. Reaves- Chief of Police  
SUBJECT: Greenway, Parks and Trails

Mayor Jones et al:

As the City Westworth Village Texas approaches the completion of construction of the Trail System in our community, there is a need to establish rules, regulations of the public areas as well as private spaces. The Police department understands the concern for the safety of the users of these public as well as private spaces as well as the need to deter vandalism and other types of crime which may arise in less traveled portions of the trail system.

Currently, most of the Westworth Village trail system is located adjacent public roadways such as Roaring Springs Road, Westworth Blvd and White Settlement Road. These areas were designed to be a shared use pathway for pedestrians as well as bicyclist. There are other section of the Westworth Village trail system which cross private property and is in more isolated areas such as the section of the trail located on Leonard Trail as well as along the Oncor easement.

The Westworth Village Trail serves as a connector between the future Bomber Spur trail and the Trinity Trail System. Since it is possible for trail users to cross several jurisdictions while enjoying the trail system, there is a need for consistent rules for trail users in all areas system.

The City has one park located at a trail head of Trinity Trail System, Airfield Falls Park which is a partnership with Trinity Regional Water District (TRWD). The park is located at Pumphrey Dr and the second is a proposed park located at the TRWD trail access point located behind the Westworth Municipal Complex at 311 Burton Hill Rd. Additionally, the City has Kastor Corner which is a public greenway/ park located at the intersection of Carb Drive and Tanny St.

Currently, the City of Westworth Village does not have established rules or ordinances to regulate the usage of a greenway, city park, trail system by citizens however; Airfield Falls Park is regulated by the TRWD rules.

## **Discussion**

Upon researching greenspaces, parks and trail systems in the DFW Metro area, there are several commonalities in the rules and regulations across the area which I have outlined below:

- Hours are 5.AM to 11.30 P.M.
- No firearms or other weapons
- Pets must be on a leash-waste must be picked up
- Prohibited operation of a motorized vehicle upon a sidewalk or trail
- Alcoholic beverages are prohibited without a permit
- No fires except in park supplied grills
- Glass containers are prohibited
- No camping or sleeping in public places
- Littering/ dumping prohibited
- Defacing public property prohibited
- No fireworks allowed

Trail systems have similar regulations as greenways and parks however, there are specific rules and etiquette for shared use trails:

- All users keep right except when passing.
- Bicyclist yield to pedestrians- give audible warning and slow down when passing.
- Bicyclist obey all traffic laws
- Pedestrians should avoid walking more than two abreast. Doing so takes up a lot of space and limits the ability of other users to pass safely. Form a single line in congested areas or when other users are trying to pass.
- Pet owners should keep dogs on leash at all times and remove pet droppings from the trail.

The City of Westworth Village needs to establish rules and regulations for greenways, parks and trails consistent with surrounding communities such as Fort Worth to ensure the safety of all users of public spaces.

Signage and markings must be placed in strategic locations to educate the public on the boundaries, uses as well as rules regarding the particular area being enjoyed. For example, parks and greenways need to have signage outlining the hours as well as restrictions of the area. Trails need to have signage which outlines the rules and etiquette specific to a shared use trail. This falls into CPTED Principle #3- Territorial Reinforcement- in this principle users are encouraged to develop a sense of territorial control while potential offenders, perceiving this control, are discouraged. Signage and markings create the territorial reinforcement.

## **Greenways**

The portion of the trail situated behind the Fairways for example follows the Onco easement between Sherry Lane and Fairways Drive. It is different than other areas of the shared use trail and should be classified as a greenway. A greenway is different than a city park or a shared use trail which is located along a public roadway. By designating this area as a greenway, the City can create specific restrictions and place signage outlining the activities prohibited in a greenway such as:

- Camping
- Motorized Vehicle Access
- Fires
- Sleeping
- Hours of access

The section of trail which was built on Elm South property at Leonard Trail west of Roaring Springs Rd for example crosses private property. Signage needs to be placed at the entrance of this section of the shared use trail to define the rules specific to this portion of the trail system.

This concept falls into CPTED Principle #2 is Natural Access Control - which limits the opportunity for crime by taking steps to clearly differentiate between public space and private space. The area could be designated as a greenway since it is adjacent the Oncore easement and the rules for a greenway apply.

### **Shared use trails**

The majority of the Westworth Village Trail system is a shared use trail. This area of the trail is located adjacent public roadways and is intended for pedestrian and bicycle usage.

Like the rest of the trail system, the operation of motorized vehicles are prohibited. However, signage must be placed in various locations, such as trail heads and entrances to reinforce the prohibition of motorized vehicles as well as general rules of the shared use path.

The city cannot limit the hours of usage of the shared use trail system which is adjacent to public roadways as they can a greenway or park. These shared use trails serve as public sidewalks in several locations such as Westworth Blvd and White Settlement Road. The trails are located on public property and were built with public funds.

### **City Parks**

City parks are a vital for livable communities to have public spaces for people to enjoy outdoor activities. The City is beginning a new chapter in its history by addressing parks, trails and overall quality of life for its residents. Westworth Village's parks need to meet the needs of its citizens today and into the future.

The City has proposed two parks on the property at the municipal complex, one small park in the front of City Hall and a larger park in the back of the property which may have a pavilion of some type. These parks would have different amenities in order to meet the needs of our citizens. Kastor Corner is a public space which is proposed to become a pocket park.

Each of the three locations are unique and the uses for each space will be different. There however needs to be consistency in the rules for each park regarding the hours of operation as well as prohibited activity. These rules and regulation need to be clearly posted at the entrance of the park to educate our citizens on the do's and don'ts while enjoying the amenity.

## **Recommendations**

My recommendation is the City of Westworth Village adopt City Ordinances to regulate Greenways, Parks and Trails. These rules and restrictions need to be clearly posted at each location to educate and inform the citizens. I believe in creating Greenways for certain spaces will provide the ability to restricted hours such as “Closed after sundown until sunrise” for these areas as compared to a city park, which should have set defined hours similar to the hours of Fort Worth and the Trinity Regional Water District.

I have provided examples of ordnances which may be enacted which is attached to this document. Additionally, I have provided examples of the signage which can be used on the greenways, parks and trails.

Professionally,

Kevin C. Reaves  
Chief of Police  
Westworth Village Police Department

## References:

Sorensen, Severin; Hayes, John G; Walsh Ellen W, and Marina Myhre, (1995, 1997, 1998, 2000 editions) Crime Prevention Through Environmental Design (CPTED): Workbook, (U.S. Department of Housing and Urban Development, Community Safety and Conservation Division; Washington, DC).