

City of Westworth Village
311 Burton Hill Road • Westworth Village, TX 76114
817.710.2500 • Fax 817.710.2501

REGULAR CITY COUNCIL MEETING MINUTES

FEBRUARY 11, 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 Lieutenant	Glenn Lipperdt
	Interim Fire Chief	Brian McKinney
	Senior Fire Chief	Don Day
	HC Director of Golf	David Curwen
	HC Superintendent	Sterling Naron
	Code Enforcement	Ryan Studdard
	Librarian	Rhonda Hines
	P&Z Commission Chair	Melva Campbell
	City Attorney	Ashley Dierker

GUESTS: Pastor Baptist Temple Bob Mayberry

PRE-COUNCIL SESSION CALLED TO ORDER at 6:47pm by Mayor Yeager.

- 1. Discussion of Agenda Items:** Action items announced individually. Discussion of agenda items, as follows:
 - 7A:** Executive Session will be held to discuss the proposed Tri-City Fire Dept contract.
 - 7B:** Both Mayor Yeager and Mayor Pro-Tem Jones stated their satisfaction with Brian McKinney's leadership of the Fire Dept.
 - 7C:** The Golf Club presentation will be received next, in Pre-Council.
 - 7D:** Roger Unger will present the Parks Master Plan during Regular Session.
 - 7E:** Lt Lipperdt will present quotes for camera system replacement during Regular Session.
 - 7F:** Calling the General Election is required by law.

2. Receive Hawks Creek Golf Club course renovation presentation from Director of Golf David Curwen.

- David Curwen presented the bid summary for golf course renovations. The bid package delivered by Colligan was more extensive than anticipated. The scope of the project has been scaled down to reflect the needs of the Club. David discussed the intended scope of the project. Lowest bid from Fleetwood Services came in at +\$580K. David and the Mayor are very comfortable with the plan.
- Roger Unger confirmed the current budget includes \$650K for capital improvements out of the CO funds. Freese & Nichols Engineering will perform an environmental study to move forward on two water wells on Club property. Roger stated although the wells are not included in the quote he expects a maximum cost of \$40K per well.

PRE-COUNCIL CLOSED at 7:05pm by Mayor Yeager.

REGULAR COUNCIL MEETING CALLED TO ORDER at 7:05pm by Mayor Yeager.

INVOCATION offered by Pastor Bob Mayberry of Baptist Temple.

PLEDGE OF ALLEGIANCE led by Mayor Yeager.

1. Approval of the Agenda

MOTION to approve the Agenda: Jill Patton. **SECOND:** Steve Beckman.
Motion passed unanimously by a vote of 5 Ayes and 0 Nays.

2. Approval of the Consent Agenda:

MOTION to approve the Consent Agenda: Nick Encke. **SECOND:** Mike Coleman.
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 – January 14, 2014.

B. Approval of January's Financial Reports:

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

FUND BALANCES JANUARY 2014	GENERAL FUND	WATER FUND	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HAWKS CREEK GOLF CLUB
Monthly Revenue	\$379,696	\$86,324	\$35,652	\$43,028	\$214,647	\$14,082	\$94,083
Monthly Disbursement	\$314,574	\$89,641	\$28,285	\$45,227	\$208,461	\$10,020	\$140,846
TexPool Balance	\$1,154,617	\$322,522	\$4,111,891	\$3,235	\$820,839	\$738,162	N/A
Cash on Hand	\$122,224	\$302,370	\$1,249,328	\$32,088	\$105,756	\$13,973	\$133,786
CDARS Investment	\$801,897	\$448,150	N/A	N/A	N/A	\$848,524	N/A
CDARS Interest to Date	\$184	\$120	N/A	N/A	N/A	\$209	N/A

3. Staff Updates:

A. Doug Reim, Police Chief

- **Police Dept Report:** Priority Calls for Service 241, YTD 841; Self-Initiated Calls 1035, YTD 2924; 911 Calls 178; Citations 175, YTD 612; Violations 260, YTD 928; Jail 61, YTD 226.

B. Ryan Studdard, Code Enforcement

- **Code Enforcement Report:** 37 code violations were addressed in January.
- **Inspection Report:** 22 inspections were performed in January.

C. Brian McKinney, Interim Fire Chief

- **Fire Dept Report:** Total calls 40, including 19 EMS, 10 Fire calls, and 11 Mutual Aid (9 to River Oaks and 2 to White Settlement); average response "in city" was 5.21 minutes; 107.5 volunteer shift hours; 337 part-time shift hours. There were 82 training hours on Policies and Housekeeping, EMS Reports, Skills Practice, FD Organization, EMS CE.
- Engine 241 is scheduled for annual maintenance and pump test. Ladder service and inspection performed. SCBAs need annual maintenance and inspection. SFFMA membership is up for renewal. Waiting on quote for light ballast replacement.
- Chief McKinney completed Paramedic course and is scheduled to take national registry exam.
- New volunteer firefighter Joshua Carter is TCFP certified and is in process of completing national registry program. He will be in the area for approx six months while his wife is completing studies at UNT.
- Mayor Yeager and Mayor Pro-Tem Jones expressed their appreciation to Chief McKinney for his leadership and involvement in the investigation of future fire protection options for the City.

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

- **Golf Club Report:** 1944 Rounds; +\$89K revenue – both a new 10 year record even with the course being closed 7 days and minimum play for an additional 3 days, due to inclement weather. Greens were covered four times this year. Maintenance crew has been working on

cleaning up overgrown brush areas. Weather damage will be assessed in spring. David believes the greens will survive well but the fairways may need to be treated.

- The Club is achieving budget targets for both revenue and expenses.
- New GPS tablets will be installed in all carts at no cost to the Club. The free equipment and software will allow two-way communication with the Pro Shop.

E. Rhonda Hines, Librarian

- **Library Report:** Big thank you to retired Sanger Library Director Vicky Elieson, who has been volunteering to assist with inventory programming and library management. Children patron numbers are up due to an increase in parent participation. February's promotion, titled "Blind Date with a Good Book", to encourage patrons to read topics outside their normal comfort zone, has been very well received.

F. Roger Unger, City Administrator

- **Capital Projects/Infrastructure:** Work on Tracyne East and Coleman is moving along nicely. As of now, infrastructure in the City is holding up well throughout the inclement weather season. Roger has yet to receive any response from Tarrant County about this year's expected joint project.
- **Budget/Disbursements:** No variance report included in packet as Roger has been preparing numerous Fire Dept funding scenarios for the Tri-City Board. Court Administrator Melissa Westen verified Court revenue is down across the Metroplex, seemingly due to defendants not paying their fines and going to warrant. Ad valorem taxes are coming in higher than anticipated.
- **Public Works Report:** The Public Works team is flushing sewer lines.

4. Committee Updates:

A. Finance Committee –Kelly Jones, Chair – Nothing to report.

B. Fire Dept Consolidation Committee –Kelly Jones, Chair – The committee completed its analysis of maintaining our own department and the City has moved on to other scenarios. Talks with White Settlement have fallen apart and is no longer viable. Contracting with Fort Worth is still an option. Creating a Tri-City Fire Dept seems to have legs. Westworth is working with River Oaks and Sansom Park to review funding and manning options to create one joint department. Thanks go to the Mayor's leadership, Roger's work on funding, and Chief McKinney's cooperation and research.

C. Library Committee –Jill Patton, Chair – Current volunteer participation is low; looking to use those that need community service hours to fill the void. Hoping to get on the PW schedule for interior painting before the summer begins.

D. Ordinance Committee –Mike Coleman, Chair – Working on a couple of ordinances which should be ready for Council review in March.

E. Vision Committee – Steve Beckman, Chair – Nothing to report.

5. Public Information

A. Communications: None.

B. Announcements:

- **Chief Doug Reim celebrated 8 years with the City/Police Dept on January 30th.** Mayor Yeager applauded Chief's commitment to the City and his leadership in the department. Chief has improved department standards and other cities now look to Westworth Village on how to improve their own departments. Across the board, the entire City staff has improved and cooperates very well with each other. Chief Reim thanked the Mayor, Council, staff, and citizens for their support and contributions to the community.
- **The Westworth Police Dept will host the Second Annual Special Olympics Golf Classic at Hawks Creek Golf Club on Tuesday, May 6th, with shotgun start at 1:30pm.** Chief Reim thanked the Mayor and Council for their support and donation of the course at no cost to the Olympics organization.
- **The Tri-City Chamber 40th Annual Easter Egg Hunt will be held on April 19th.**
- **The Church of Christ 23rd Annual Easter Sunrise Service will be held on April 20th.**

C. Citizen Comments: None.

- 6. Executive Session called at 7:38pm with Mayor Yeager, all Council Members, City Administrator Roger Unger, and City Attorney Ashley Dierker in attendance.**

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.

Executive Session ended at 8:24pm.

Reconvened into Regular Session at 8:27pm.

7. Action Items:

A. Mayor Yeager

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

- No action taken.

B. Mayor Yeager

Discuss and take action to **appoint Brian McKinney to permanent Fire Chief position.**

- Mayor Yeager commented on the excellent job Brian is doing. Morale and volunteerism has improved under his leadership. Mayor Pro-Tem Jones recognized Brian's contribution to the department and his willingness to work with the elected officials.
- **MOTION** made by Kelly Jones to appoint Brian McKinney as permanent Fire Chief. **SECOND** by Steve Beckman. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

C. Mayor Yeager

Discuss and take action with respect to **construction bids for the Hawks Creek Golf Club course enhancement project.**

- **MOTION** to award the **HCGC course enhancement construction contract to Fleetwood Services for an amount not to exceed \$600,000** 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 to **accept the Parks Plan presented by Freese & Nichols Engineering.**

- Roger stated this is an administrative step to accept the Plan, which will allow the City to apply for a Texas Wildlife Grant. Councilwoman Patton requested the Plan be posted on the City's website.
- **MOTION** made by Mike Coleman. **SECOND** by Steve Beckman. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

E. Mayor Yeager

Discuss and take action to **authorize use of reserve funds to replace the camera system at the Municipal Complex.**

- Lieutenant Lipperdt presented the bids and explained the scope of the proposed project, including server replacement, improved architecture [HD-SDI versus IP Based], new cabling, and enhanced application capabilities. Mayor Yeager stated his support to replace inefficient and non-working systems throughout the Municipal building. This project will alleviate safety concerns and allow for recording of possible emergency events.
- **MOTION to award the camera replacement contract to Complete Communications Corp for an amount not to exceed \$40,000** made by Steve Beckman. **SECOND** by Nick Encke. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

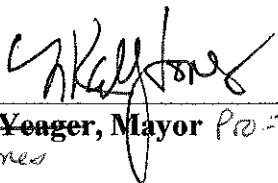
F. Mayor Yeager

Discuss and take action to **pass Resolution No. 2014-01 to Call a General Election on May 10, 2014, to elect Council Places 2, 3, and 4.**

- Calling the election is required by law. Candidate applications must be submitted to the City Secretary's office by 5:00pm on February 28, 2014.
- **MOTION** made by Mike Coleman. **SECOND** by Jill Patton. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

ADJOURNED at 8:45pm by Mayor Yeager.

MINUTES APPROVED BY:



~~Anthony Yeager, Mayor Pro-Tem~~
Kelly Jones

This, the 11th day of March, 2014.

SIGNATURE ATTESTED BY:



Carol Ann Borges, City Secretary

