



City of Westworth Village
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REGULAR CITY COUNCIL & PUBLIC HEARING MEETING MINUTES

**TUESDAY
JANUARY 10, 2012**

**PRE-COUNCIL SESSION: 6:45 PM
PH & REGULAR SESSION: 7:00 PM**

ATTENDEES:	Mayor	Anthony Yeager
	Mayor Pro-Tem	Kelly Jones
	Council Member	Jill Patton
	Council Member	Nick Encke
	Council Member	Randy Kressler
	Council Member	Mike Coleman
	City Administrator	Roger Unger
	City Secretary	Carol Ann Borges
	Police Chief	Douglas Reim
	Fire Chief	Don Day
	HC Director of Golf	David Curwen
	Code Enforcement Officer	Ryan Studdard
	City Inspector	Greg Mitchell
	City Attorney	George Staples

GUESTS:	Ex-Mayor	Ray Landy
	Westworth Church of Christ	Dr Bob Mullen, Pastor
	Freese & Nichols Engineer	Robert McGee
	P&Z Commission Chair	Melva Campbell

PRE-COUNCIL SESSION CALLED TO ORDER at 6:54pm by Mayor Yeager.

Action items announced individually. Discussion of agenda items, as follows:

7E: Starting in 2012, CDBG funds will be available every other year. Westworth Village made the list to receive funds in the first year of this new process. Roger Unger stated that the City's capital improvement strategy will not be affected very much as each grant is limited to a maximum of \$90,000. After the Capital Improvement Fund is depleted, the City will be looking for funding from the WRA, City reserves, and gas well revenues.

7G: Roger Unger stated that the new auditor firm will provide a much more detailed review of the finances. He suggests that the Finance Committee/full Council be involved in the audit review, at least in this initial year.

PRE-COUNCIL CLOSED at 7:00pm by Mayor Yeager.

REGULAR COUNCIL MEETING CALLED TO ORDER at 7:01pm by Mayor Yeager.

INVOCATION offered by Dr Bob Mullen, Pastor of Westworth Church of Christ.

PLEDGE OF ALLEGIANCE led by Mayor Yeager.

BEGIN PUBLIC HEARINGS

- 1) Public Hearing to receive input from its citizens regarding a request to **rezone Lots 11A and 11B, Block 2, of the Shoppes of Hawks Creek, from Multi-Family to Commercial.** The property is generally located south of White Settlement Road, behind the L.A. Fitness building.
 - **Called PH at 7:02pm. No comments received from the audience. Closed PH at 7:03pm.**
- 2) Public Hearing to receive input from its citizens regarding **amending the Zoning Ordinance, Article 3, Division 6, Multi-Family Zoning, Sections 14.3.25 and 14.3.27 regulating the density and height of multi-family buildings.**
 - **Called PH at 7:03pm. No comments received from the audience. Closed PH at 7:04pm.**
- 3) Public Hearing to receive input from its citizens regarding the **proposed CDBG 38th Year Project content and objectives.** [Public Hearing is required by Tarrant County Community Development.]
 - **Called at 7:04pm.**
 - Roger Unger explained the three suggested projects and cost estimate for each: 1) Tracyne Drive East/Tanny St to Burton Hill Rd, water lines and street reconstruction, estimated at \$622,200; or 2) Tracyne Drive West/Carb Dr to Tanny St, water lines and street reconstruction, estimated at \$857,900 or 3) Aton Ave West/Carb Dr to Tanny St, water lines and street reconstruction, estimated at \$540,500.
 - Maximum CDBG funding is \$90,000. The City's plan is to rebuild streets from the south end of the City to the north end.
 - Jeanette Jones expressed her desire for Tracyne Drive West to be completed first. Diane Sexton expressed her desire for Aton Ave West to be completed first.
 - **Closed PH at 7:03pm.**

END PUBLIC HEARINGS

1. Approval of the Agenda

MOTION to approve the Agenda: Nick Encke. **SECOND:** Randy Kressler.

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

2. Approval of the Consent Agenda:

MOTION to approve the Consent Agenda: Jill Patton. **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 – December 13, 2011

B. Approval of the December Financial Reports:

- TexPool Report
- Monthly Disbursements Report
- Monthly Variance Report

FUND BALANCES DECEMBER 2011	GENERAL FUND	WATER FUND	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HAWKS CREEK GOLF CLUB
Monthly Revenue	\$ 178,141	\$ 76,696	\$ 0	\$ 35,855	\$ 106,498	\$ 11,845	\$ 0
Monthly Disbursement	\$ 165,152	\$ 45,712	\$ 208,140	\$ 25,485	\$ 0	\$ 9,816	\$ 71,712
TexPool Balance	\$ 583,875	\$ 399,654	\$ 621,106	\$ 59,179	\$ 188,557	\$ 531,774	N/A
Cash on Hand	\$53,718	\$ 110,335	\$ 2,256	\$ 78,255	\$ 37	\$18,358	\$ 126,858
CDARS Investment *as of Nov 2011	\$ 1,470,500	\$ 1,220,500	\$ 1,425,979	N/A	N/A	\$ 735,000	N/A
CDARS Interest to Date *as of Nov 2011	\$ 3,034	\$ 840	\$ 4,314	N/A	N/A	\$ 2,915	N/A

C. Employee Changes

- **Police Officer Beau Boles resigned, effective Jan 5th**
- **Five Year Anniversaries:** PD – Officer Freddy Lopez, Officer Oscar Mendez, Dispatcher Erin Moss; City – Melanie Whitley, Laura Pinson, Stacey Flynn

3. Staff Updates:

A. Doug Reim, Police Chief

- Chief recognized employees celebrating five year anniversaries.
- **PD Calls for Service & Municipal Court Report:** Year-to-year counts are consistent and tracking well.
- **ECA Training** has begun and should be complete by the end of February.
- A **civil protest** was held at the entrance gate of the Base on New Year's Eve, to rally support for an inmate held at the Women's Federal Detention Facility. Police visibility and situation control ensured a peaceful demonstration. No incidents occurred. Mayor Yeager thanked the PD for their professionalism.

B. Ryan Studdard, Code Enforcement

- **Code Enforcement Report:** 120 warnings and 3 citations were issued in December. Seventeen (17) vehicles have been removed, repaired, or otherwise handled since the issuance of the junk vehicle ordinance passed in December. Councilman Coleman commended Ryan on the results of his efforts.

C. Don Day, Fire Chief

- **Fire Calls for Service:** Total calls 31, including 17 EMS, 11 Fire calls, and 3 Mutual Aid calls to River Oaks; average response "in city" was 4.9 minutes; total of 131.5 volunteer hours; 56 on-call hours; 25.5 hours at the station. There were 50 training hours on Fire Dept Communications, Records and Reports, and Hazmat Awareness and Operations.

D. David Curwen, Director of Golf

- **Golf Club Report:** In December, 1305 rounds played resulting in \$62K in revenue. Electronic tee-sheet program will launch in 2-3 months. Waiting for water sample results in order to move forward on irrigation plan. Brush and shrub trees are being cleaned up. Road construction in front of the Club is underway.
- Tony Collins, First Assistant Pro, will receive his Class A PGA Membership next month. He is working on plans for tournament season in the fall.

E. Roger Unger, City Administrator

- Roger recognized employees celebrating five year anniversaries. The longevity within a city our size is commendable.
- **Allegiance bankruptcy hearings** were held in Fort Worth today. No actions were taken.
- **Capital Projects/Infrastructure: White Settlement Road** project is moving forward. The road will be realigned in front of the WRA building and will continue past the cart barn, to the maintenance barn. Tarrant County is providing the equipment and manpower for this job, while the City is providing for the cost of the materials only. **Tanny Street** project has seen some delays but is now back on track. Completion is expected by early March. **Holloway and Carb projects** will go to bid in February. This is our last really big project at \$1.25M.
- **Budget/Disbursements:** HCGC's 1st quarter deficit of \$44,000 is actually better than expected. Roger is cautiously optimistic that the next two quarters will show a revenue increase. **Water revenue** is up due to the 200 new water meters that have been installed throughout the City. Another 200 will be installed in the fall. Once the project is complete, no meter will be older than three (3) years old. **Ad valorem tax revenues** are coming in. **Sales taxes** are almost identical to last year. Roger is working on **budget trends and projections** through FY 2015. With new establishments coming onto the tax rolls, Roger is optimistic of the City's financial future. Potential buyers from New York will be here this week to look at the **Quint**.
- **Library Report:** Patronage is consistently and considerable for the size of our community, with 259 books checked out in December.

F. Carol Borges, City Secretary

- **Network & Server Updates:** Big thank you to Lt Glenn Lipperdt for his efforts over last two weeks in getting updates accomplished and handling issues as they arise, for the City, PD, and HCGC networks.
- **Phone Reconfiguration Update:** **New City main phone number 817-710-2500; new City fax number 817-710-2501.** Old numbers are forwarding and everything is working correctly. This information is being distributed appropriately.
- **Website Update:** Design stage of the new website is going well. Test phase glitches are being resolved as they are found.
- **Election Day is May 12th. Council Places 2, 3, and 4 are up for election.** Candidate packets are available. Application submission begins February 4th with the deadline of March 5th. We will 'Call the Election' at the February Council meeting. We will also have a **Special Election to renew the Street Maintenance Sales Tax**, which is required every four years by statute.

4. Committee Updates:

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

B. Library Committee - Council Member Jill Patton, Chair – Nothing to report.

C. Ordinance Committee - Melissa Huffman, Chair

- Mike Coleman stated that Chapter 12, Motor Vehicles, will be brought to Council in February.

D. Fire Dept Oversight Committee - Council Member Kelly Jones, Chair

- Kelly Jones reported that several meetings have been held. A tri-city meeting between Westworth Village, River Oaks, and Sansom Park was held to discuss potential of combining departments. There's a long way to go to meet everyone's objectives and financial contributions. Westworth wants to protect our volunteer opportunities as well as achieve a cost effective way to support the three communities. The ECA training being acquired by our PD will contribute to our residents receiving excellent emergency medical care.

5. Public Information

A. Communications:

- **Fort Worth Water Quality Test Report:** In response to Ms Ketter, of Trigg Dr, water samples test results came back clean. Roger suspects air bubbles were due to a break in one of Fort Worth's 48" waterlines caused cloudy appearance. Westworth cannot impact the water quality as we are completely reliant on the Ft Worth system. Some normal taste variances do occur with the change of the seasons. Although initially satisfied with the report, Ms Ketter has now indicated she plans on contacting the TCEQ. The City will cooperate fully.
- **Thank you note from Mrs. Louise McGee:** Mrs McGee thanked Council, staff, and citizens for condolences extended to her and her family with the passing of her husband, Marvin "Red" McGee.

B. Announcements: None

C. Citizen Comments:

- **Melva Campbell** thanked Roger, Carol, and Melanie for their support and contributions to the P&Z Commission. Melva commended Greg on his work on behalf of the City and P&Z.
- **Monte Hannah** addressed Council, first thanking Dispatch, PD, and FD for their response to his wife's medical emergency prior to Christmas. Mr Hannah discussed his concern regarding the newly enacted junk vehicle ordinance and the antique cars he keeps on his property. Mr Hannah asks that the staff and Council revisit the ordinance, from the standpoint of the antique car collector.
- **Diane Sexton** addressed Council regarding her concern over safety on Aton Avenue, especially during school crossing hours.

6. Executive Session called at 8:00pm, with Mayor Yeager, Council, Roger Unger, and George Staples in attendance.

Convene into executive session to seek the advice of its attorney regarding pending or contemplated litigation, pursuant to Texas Government Code, Chapter 551.071.

Reconvene into Regular Session at 8:25pm.

7. Action Items:

A. Mayor Yeager

Discuss and take action **with regard to pending or contemplated litigation, as discussed in Executive Session.**

- No discussion. No action was taken.

B. Mayor Yeager

Discuss and take action to **Adopt Ordinance No. 328 to rezone Lots 11A and 11B, Block 2, of the Shoppes of Hawks Creek, from Multi-Family to Commercial.** The property is generally located south of White Settlement Road, behind the L.A. Fitness building.

- The WRA requested the rezoning with the support of Base Commander Bennett. This action is in accordance with current Council policy. The P&Z Commission recommends the amendment.
- **MOTION** was made to adopt Ordinance No. 328, as presented, by Jill Patton. **SECOND** by Nick Encke. **Motion passed unanimously**, by a vote of 5 Ayes and 0 Nays.

C. Mayor Yeager

Discuss and take action to **Adopt Ordinance No. 329 to amend Zoning Ordinance Article 3, Division 6, Multi-Family Zoning, Sections 14.3.25 and 14.3.27 regulating the density and height of multi-family buildings.**

- This will change MF restrictions from 25 units/acre and 3-story height to 12 units/acre and 2-story height restrictions. The P&Z Commission recommends the amendment.
- **MOTION** was made to adopt Ordinance No. 329, as presented, by Mike Coleman. **SECOND** by Randy Kressler. **Motion passed unanimously**, by a vote of 5 Ayes and 0 Nays.

D. City Administrator Roger Unger

Discuss and take action to **Adopt Ordinance No. 330 with regard to Fort Worth Water Pretreatment Streamlining Rule Provisions.**

- Adoption of this ordinance is required of all City of Fort Worth water customers, requiring pre-treatment of industrial waste before discharge into the sanitary sewer system.
- **MOTION** was made to adopt Ordinance No. 330, as presented, by Mike Coleman. **SECOND** by Jill Patton. **Motion passed unanimously**, by a vote of 5 Ayes and 0 Nays.

E. City Administrator Roger Unger

Discuss and take action to **select and move forward on the CDBG 38th Year Project.**

- Three proposed projects are: 1) Tracyne Drive East, water lines and street reconstruction; or 2) Tracyne Drive West, water lines and street reconstruction; or 3) Aton Ave West, water lines and street reconstruction
- Robert McGee, Freese & Nichols, addressed Council stating that all three proposed projects are equally needed with regard to the condition of the infrastructure.
- Roger Unger discussed funding sources beyond CDBG money.
- Mayor Yeager stated that the City's comprehensive capital improvements plan is to move from the south to the north sides of the City.
- Mike Coleman stated that at first look, West Tracyne appears to be in worse condition. However, after discussion with our Public Works Supervisor, infrastructure on Aton is more problematic.
- **MOTION** was made to select the Aton Ave West project as the CDBG 38th Year Project, by Nick Encke. **SECOND** by Kelly Jones. **Motion passed unanimously**, by a vote of 5 Ayes and 0 Nays.

F. City Administrator Roger Unger

Clarify and take action, as necessary, to **define the City's obligation with respect to dedicated infrastructure and easements, specifically those associated with the WRA & LA Fitness facility.**

- Kelly Jones stated that the Maintenance & Repair Obligation Agreement is being required by the buyers of the LA Fitness tract. The agreement cleans-up language as to the City's liability for public facilities. This agreement was negotiated by Kelly Jones on behalf of the City.
- **MOTION** was made to approve the Maintenance & Repair Obligation Agreement, as presented, by Kelly Jones. **SECOND** by Jill Patton. **Motion passed unanimously**, by a vote of 5 Ayes and 0 Nays.


G. Mayor Yeager

Discuss and take action to **appoint an Audit Review Committee and set a meeting date.**

- Roger Unger suggests that the Finance Committee be involved in the audit review, at least in this initial year of working with a new audit firm.
- **MOTION** was made by Mike Coleman to appoint the Finance Committee as the Audit Review Committee. **SECOND** by Nick Encke. **Motion passed unanimously**, by a vote of 5 Ayes and 0 Nays. Meeting date TBD.

ADJOURNED at 8:43pm by Mayor Yeager.

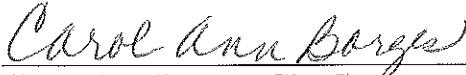
MINUTES APPROVED BY:



Anthony Yeager, Mayor
City of Westworth Village, TX

This, the 14th day of February, 2012.

SIGNATURE ATTESTED BY:



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

