



City of Westworth Village
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REGULAR CITY COUNCIL MEETING MINUTES

**TUESDAY
APRIL 10, 2012**

**PRE-COUNCIL SESSION: 6:45 PM
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 Superintendent	Sterling Naron
	Code Enforcement Officer	Ryan Studdard
	City Attorney	George Staples
	Council Election Candidate	Steve Beckman
	Council Election Candidate	Mike Green
	Jones Hassett Attorneys	Mike Hassett
ABSENT:	HC Director of Golf	David Curwen
GUESTS:	MedStar Executive Director	Doug Hooten
	MedStar Operations Director	Matt Zavadsky

PRE-COUNCIL SESSION CALLED TO ORDER at 7:14pm by Mayor Yeager.

Action items announced individually. No discussion.

PRE-COUNCIL CLOSED at 7:16pm by Mayor Yeager.

REGULAR COUNCIL MEETING CALLED TO ORDER at 7:16pm by Mayor Yeager.

**INVOCATION offered by City Administrator Roger Unger.
PLEDGE OF ALLEGIANCE led by Mayor Yeager.**

EXECUTIVE SESSION convened at 7:17pm, with Roger Unger, George Staples, and Mike Hassett in attendance.

Convene into executive session to deliberate the following items, pursuant to Texas Government Code:

- **Chapter 551.071 Consultation with Attorney to receive advice concerning ongoing and/or pending litigation.**

Reconvene into REGULAR SESSION at 7:49pm.

1. Approval of the Agenda

MOTION to approve the Agenda: Mike Coleman. **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 – March 13, 2012

B. Approval of the March's Financial Reports:

- TexPool Report
- Monthly Disbursements Report
- Monthly Variance Report

FUND BALANCES MARCH 2012	GENERAL FUND	WATER FUND	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HAWKS CREEK GOLF CLUB
Monthly Revenue	\$149,501	\$77,318	\$0	\$32,711	\$3,230	\$8,934	\$150,738
Monthly Disbursement	\$191,750	\$50,608	\$250,328	\$91,274	\$0	\$21,519	\$119,806
TexPool Balance	\$397,945	\$399,751	\$135,511	\$59,193	\$340,494	\$436,889	N/A
Cash on Hand	\$40,848	\$162,987	\$1,429	\$45,491	\$743	\$9,975	\$318,041
CDARS Investment	\$1,472,378	\$490,841	\$1,428,690	N/A	N/A	\$1,464,690	N/A
CDARS Interest to Date	\$3,300	\$2,634	\$4,683	N/A	N/A	\$2,150	N/A

Item taken out of order:

(5A) Communications:

- **Presentation by MedStar Operations Director, Matt Zavadsky, regarding the establishment of a nurse telecom hotline service.** Mr Zavadsky introduced Doug Hooten, the new MedStar Executive Director, then presented a briefing on the 911 Nurse Triage Program.

3. Staff Updates:

A. Doug Reim, Police Chief

- **PD Calls for Service** – Stated update to 911 call data. Calls have increased month to month as officers are back on normal schedule (post ECA training). Jail stats continue to track well. Stats increase in warmer weather.
- **Municipal Court Report** is tracking well.
- **ECA Training Update** – Ride-outs are scheduled. Tests will be administered after complete.
- **Racial Profiling Report** – Annual report discussed. Two line items corrected.

B. Ryan Studdard, Code Enforcement

- **Code Enforcement Report** – 47 Warnings; 0 Citations. Ryan gaining voluntary compliance through education and information distribution. **Storm Water Management Report** deadline is in August. More information to come. Ryan will be working with Jerome Walton on inspections and plan reviews.

C. Don Day, Fire Chief

- **Fire Calls for Service** – Total calls 34, including 19 EMS, 13 Fire calls, and 2 Mutual Aid calls to River Oaks; average response “in city” was 5.8 minutes, total of 507.5 volunteer hours; 77on-call hours; 314.5hours at the station. There were 116 training hours on Fire Hose, Rescue Ops, SCBA, Ground Cover, FD Organization, and Drill-Physical Training.

- **Chief Day announced he will step down as Chief, effective June 1st, after 25 years of service.** Chief estimated he's attended 288+ Council Meetings and worked at least a few thousand fire calls, over the years. Chief has made a recommendation to the Oversight Committee for his replacement. Chief Day stated his appreciation to Council for their support, that he enjoyed his time as Chief, and will continue to participate at the station in the future.
- Kelly Jones stated his appreciation for Don's 25 years of public service. A **city-wide reception** will be held in his honor on **Saturday, May 12th**, at the Fire Station. All residents are invited to participate. Chief Day has done a splendid job for our community. Mayor Yeager expressed his appreciation to Chief Day.

D. Sterling Naron, Golf Superintendent

- **Golf Club Report** – 3382 rounds played; \$167,347 revenue. The crew is ramping up soil testing and verticutting the greens, along with aerification of fairways.
- The Club hosted the **North Texas Superintendents Meeting** with the Tarrant Regional Water District (TRWD) today to discuss plans for golf course water conservation. Attendees from across the Metroplex participated in the forum. Hawks Creek is a leader in its use of wetting agents and irrigation system. Mayor Yeager stated that the **Mayors' Council** is a proponent of these measures and has discussed steps to better support the community in water conservation efforts.

E. Roger Unger, City Administrator

- **Capital Projects/Infrastructure** – Tanny project should complete in 3 weeks. Will be meeting with engineers about Carb/Holloway project, which should begin by May 1st. White Settlement Road has been paved to the maintenance barn. Looking for a joint City-County project for next year.
- **Budget/Disbursements** – With half the fiscal year behind us, there are three areas where variances are most evident: 1) WRA attorney fees due to ongoing lawsuits, 2) IT due to state requirements to separate PD from general computer systems and new computer system at HCGC, and 3) FD due to Quint not yet being sold. Still expect to be in good shape at year's end. **Variance Report** is presented using straight amortization, not on expected dollars as that tends to skew front-loaded expenses. **FY 12-13 Budget** is in the works. Need to schedule a **Finance Committee** meeting to review. **CCPD** meeting is scheduled for May 8th, to review their budget.
- Thanks to **Ryan Studdard** and **Jerome Walton**. Ryan is taking on projects after Greg's resignation. Jerome has offered to be a mentor to Ryan, with inspections and plan reviews. Ryan already has his plumbers' license which covers 75% of the hours needed for a building inspection license.
- **Library Report** – Continues to be consistent month-to-month.

F. Carol Borges, City Secretary

- Election Update: **Early Voting** at River Oaks City Hall from April 30th to May 8th. **Notice of Election** will be published in the River Oaks News on April 19th, in accordance with TEC Sec 4.003. This year's election consists of Council Places and the re-authorization of the Street Maintenance Sales Tax.

4. Committee Updates:

A. Fire Dept Consolidation Committee – Councilman Kelly Jones, Chair

- **Chief Day** is moving to Senior Chief status, not retiring. Day-to-day operations will move to other personnel.

B. Finance Committee – Councilman Kelly Jones, Chair

- Nothing to report. Committee will meet with Roger soon.

Side Note from Mayor Pro-Tem Jones:

Welcome to **Cole Biggs**, son of Kimberly Biggs of Jones Hassett Attorneys, who is here tonight meeting requirements for his Life Scout Badge, which is one step before attaining the rank of Eagle Scout.

C. Library Committee – Councilwoman Jill Patton, Chair

- Committee will meet this week to review rules for participating in the Texas Library Assoc (TLA), North Texas Library Partners (NTLP), and North Texas Library Consortium. These affiliations will benefit the City in providing for sharing of library resources and purchasing programs.

D. Ordinance Committee – Councilman Mike Coleman – Nothing to report at this time.

5. Public Information

A. Communications:

- **Presentation by the Emergency Physician Advisory Board (EPAB) regarding the establishment of a nurse telecom hotline service.** Presentation made by MedStar Operations Director earlier – see after agenda item #2.

B. Announcements:

- Mrs. Melva Campbell discussed the **Helping Hands International Organization**, which helps developing countries build and maintain clean water wells. A **Walk for Water** event is being sponsored by the Westworth Church of Christ, on Saturday, April 14th, from 9am to 11am, to bring awareness to the need for water conservation. Participants will walk for four miles throughout the City.
- **Special Olympics Golf Tournament** at Hawks Creek Golf Club on May 21st, starting at 8:30am. Colby Bannister will be our guest speaker at the May luncheon.

C. Proclamation & Recognition:

- **Child Abuse Prevention Month** - read aloud by Councilwoman Patton.
- **Tarrant County Meals on Wheels** - read aloud by Councilman Coleman.

D. Citizen Comments:

- **Mrs Nancy Tsivis** asked about the impact of recent storms and road construction on the Storm Drain Fee. These things do not affect the rate/fees paid to the City. Roger is available to address any citizen's concerns.
- **Mrs Melva Campbell** thanked the Mayor, Council, and Police Dept for helping with the Candidate Forum this afternoon. Thanks to the Council, Fire Dept, and COP Members for assistance with the annual Easter Egg Hunt. Thanks to Carol Borges for providing all information needed for meetings and activities. Mayor Yeager expressed his thanks as well.

6. Action Items:

A. Fire Chief Don Day

Discuss and take action with regard to **joining the Northwest Emergency Response Organization. (NERO)**

- The group is made up of 9-10 departments with different specialties. This is similar to a mutual aid agreement. Joining allows the City to meet population requirements needed to apply for grants. Participation does not impose any cost to the City.
- **MOTION** made by Kelly Jones to join the NERO. **SECOND** by Jill Patton. Motion passed unanimously, by a vote of 5 Ayes and 0 Nays.

B. City Administrator Roger Unger

Discuss and take action to **adopt Ordinance No. 338, amending the Noise Ordinance.**

- We recently became aware that our golf course was mowing the greens in violation of the noise ordinance. Common practice allows for exemptions to agri-businesses within city limits. This amendment will allow the Club to operate their lawn maintenance equipment no earlier than 5:30am. Normal practice at the Club is to begin at 6am.
- **MOTION** made by Nick Encke to adopt Ordinance No. 338. **SECOND** by Mike Coleman. Motion passed unanimously, by a vote of 5 Ayes and 0 Nays.

C. Mayor Yeager

Discuss and take action to **authorize request to Chief Appraiser to add currently exempted property to tax roll.**

- No discussion. No action taken.

D. Mayor Yeager

Discuss and take action to **commit any and all gas well royalties to the Capital Improvements account, until such time as the Council deems otherwise.**

- **MOTION** made by Kelly Jones as written. **SECOND** by Randy Kressler. Motion passed unanimously, by a vote of 5 Ayes and 0 Nays.

E. Mayor Yeager

Discuss and take action to **Appoint James Parnell as Election Judge for the May 12th Election.**

- Mr Parnell has given his verbal acceptance to the City and the Tarrant County Elections Administrator.
- **MOTION** made by Nick Encke as written. **SECOND** by Kelly Jones. Motion passed unanimously, by a vote of 5 Ayes and 0 Nays.

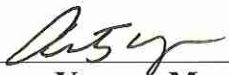
F. Mayor Yeager

Discuss and take action to **schedule a Special Council Meeting to Canvass the Election Results and Administer the Oath of Office to Newly Elected Officials.**


- Canvassing period is May 15th to 23rd. [TEC Sec 67.003] Suggested date is Tuesday, May 22nd, to allow the County sufficient time to process provisional ballots. Two members of the authority constitute a quorum for purposes of canvassing an election. [TEC Sec 67.004(a)]
- **MOTION** made by Mike Coleman to schedule a Special Council Meeting to Canvass the Election Results and Administer the Oath of Office to Newly Elected Officials on Tuesday, May 22nd. **SECOND** by Jill Patton. Motion passed unanimously, by a vote of 5 Ayes and 0 Nays.

ADJOURNED at 8:45 pm by Mayor Yeager.

MINUTES APPROVED BY:

 This, the 8th day of MAY, 2012.
Anthony Yeager, Mayor
City of Westworth Village, TX

SIGNATURE ATTESTED BY:


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

