



City of Westworth Village
311 Burton Hill Road • Westworth Village, Texas 76114
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REGULAR CITY COUNCIL MEETING MINUTES

**TUESDAY
DECEMBER 13, 2011**

**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 Director of Golf	David Curwen
Code Enforcement Officer	Ryan Studdard
City Attorney	George Staples

GUESTS:

NAS JRB Commander	Capt Robert Bennett
Police Officer	Daniel Luna and family

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

Action items announced individually. Mayor Yeager stated that agenda items 6, 7A, and 7E need to be removed from the agenda. No discussion.

PRE-COUNCIL CLOSED at 6:51 pm by Mayor Yeager.

REGULAR COUNCIL MEETING CALLED TO ORDER at 7:00 pm by Mayor Yeager.

INVOCATION offered by Roger Unger.

PLEDGE OF ALLEGIANCE led by Mayor Yeager.

Mayor Yeager thanked Commander Bennett for his attendance this evening.

1. Approval of the Agenda

MOTION to approve the Agenda and removing items 6, 7A, and 7E made by Mike Coleman.
SECOND by Nick Encke. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

2. Approval of the Consent Agenda

MOTION to approve the Consent Agenda made by Jill Patton. **SECOND** by 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 – November 8, 2011

B. Approval of November's Financial Reports:

- TexPool Report
- Monthly Disbursements Report
- Monthly Variance Report

FUND BALANCES NOVEMBER 2011	GENERAL FUND	WATER FUND	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HAWKS CREEK GOLF CLUB
Monthly Revenue	\$ 161,112	\$ 84,083	\$ 0	\$ 34,319	\$ 24,491	\$ 9,078	\$ 81,089
Monthly Disbursement	\$ 158,781	\$ 72,164	< \$ 6079 >	\$ 26,408	\$ 0	\$ 15,134	\$ 111,034
TexPool Balance	\$ 543,961	\$ 399,626	\$ 837,559	\$ 59,174	\$ 97,567	\$ 539,420	N/A
Cash on Hand	\$ 110,304	\$ 58,567	\$ 14,635	\$ 63,120	\$ 37	\$ 6,329	\$ 151,225
CDARS Investment	\$ 1,470,500	\$ 1,220,500	\$ 1,425,979	N/A	N/A	\$ 735,000	N/A
CDARS Interest To Date	\$ 3,034	\$ 840	\$ 4,314	N/A	N/A	\$ 2,915	N/A

C. Employee Changes

- PD New Hire / Oath of Office administered to Police Officer Daniel Luna by Chief Reim

3. Staff Updates:

A. Doug Reim, Police Chief

- **PD Calls for Service:** New reports identify calls for service and officer initiated actions. 911 Calls, Jail Statistics, and Citations are consistent year-to-year. Mayor Pro-Tem Jones thanked the Chief and staff for the new report format. Chief discussed steps being taken to ward off and respond to holiday-generated crimes.
- **Municipal Court Report:** Multiple violations can be issued on one citation. Having Melissa Westen as the new Court Clerk is going well.

B. Ryan Studdard, Code Enforcement

- **Code Enforcement Report:** 94 code violations were addressed in November, with 1 citation. Inspections of alleys are underway.

- Ryan participated in the Burton Hill Elementary Career Day program. Education local students and residents on storm drain pollution meets the iSWM requirements set forth by the TCEQ.

C. Don Day, Fire Chief

- **Fire Calls for Service:** Total calls 25, including 11 EMS, 9 Fire calls, and 2 Mutual Aid calls to River Oaks; average response “in city” was 4.7 minutes; total of 271.5 volunteer hours; 60 on-call hours; 149.5 hours at the station. There were 62 training hours on Rescue Operations and Fire Behavior.
- Chief Day continues to receive inquiries from potential volunteers.

D. David Curwen, Director of Golf

- **Hawks Creek Golf Club Report for November:** 1706 Rounds Played; over \$92K in revenue generated; Course was closed for 2.5 days due to rain and Thanksgiving holiday;
- Tony Collins has been hired as the new **1st Assistant Pro.** He will graduate from the University of Nebraska, Lincoln, as a PGA Professional on December 18th and will start with the Club on December 20th.
- **ISTRC System** soil tests are being performed and will be reviewed with consultant to determine irrigation plan for next growing season.
- **Point of Sale Software** has been updated. A new database is in place. Online score sheet is available with an online. Online reservation system will be available soon.
- **Live Oak Recognized as a Texas Significant Tree:** Hawks Creek Golf Club is home to one of two of the largest Live Oaks Trees in Tarrant County, the third largest tree in Texas. At 238 inches and 43 feet, the tree has been recognized by the Texas Tree Trails organization. Find more information at www.texastreetrails.org and search on Tree ID #391.

E. Roger Unger, City Administrator

- **Projects/Infrastructure:** **Tanny Street Project** experienced rain delays, but is back on track and expected to complete in March. **Carb Dr & Holloway St Projects** are in the design stage. Three projects will be presented to Council in January for selection as the **38th Year CDBG Project:** Aton West, Tracyne East, and Tracyne West.
- **Budget/Disbursements:** Variance report is tracking well in the first two months of the fiscal year. The City has \$7.7M in combined available funds.
- **Library Report:** Fourteen percent (14%) of the City’s population patronizes the library, which is very high for a city this size.

F. Carol Borges, City Secretary

- **Update on New City Website:** We are in the design phase of a new City website. Testing will begin by next week. Due to the holidays, we expect to be live by mid- to late January.
- **Update on Phone System Reconfiguration:** The City’s main phone and fax numbers will change on January 4th. Information will be included in the next newsletter.

4. Committee Updates:

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

The last meeting with River Oaks went well. The committee will invite Sansom Park to join the discussion. Meeting is expected the first week of January.

B. Finance Committee – Councilman Kelly Jones, Chair

No meetings have been conducted yet this fiscal year. Councilman Jones requested that the Variance Report be separated from the other financial reports.

C. Library Committee – Councilwoman Jill Patton, Chair

Joining the Fort Worth Library System is not a possibility for 2012 or 2013. The committee has been redirected to the North Texas Library Partners Association. This group of smaller cities allows individual patrons to join the cooperative. Online card catalog software upgrades will not be purchased until it is clear which, if any, association we will join.

D. Ordinance Committee – Councilman Mike Coleman

The committee has been very busy. The traffic and motor vehicle ordinance is expected to be brought to Council next month.

5. Public Information

A. Communications:

- **Appreciation letter from Freese & Nichols, Inc.**

B. Announcements:

- **Santa Claus will be at the Municipal Complex on December 17th. Parade begins at the Fire Station at 11:30am; Activities begin at Noon in the Community Room.**

C. Citizen Comments:

- **Janet Ketter** addressed Council regarding her concerns over water quality on Trigg Drive. The Public Works team has flushed the line to the main. Water tests do not show evidence of any problems. Ms Ketter had a plumber inspect the water and documented cloudiness in the water. Additional water samples will be taken and tested, from both the front and rear faucets of the house.

6. Executive Session – ITEM REMOVED FROM AGENDA, see #1 Approval of the Agenda, above.

Convene into executive session to seek the advice of the City's attorney regarding real property, pursuant to Texas Government Code Section 551.072.

7. Action Items:

A. Mayor Yeager - ITEM REMOVED FROM AGENDA, see #1 Approval of the Agenda, above.

Discuss and take action with regard to real property, as discussed in Executive Session.

B. Mayor Pro-Tem Kelly Jones

Presentation by Captain Robert Bennett regarding local zoning and maintenance easements. Discussion ensued regarding three items.

1) Discuss and take action with regard to the WRA Board's request that WRA owned property be rezoned from Multi-Family to Commercial.

- **MOTION** made by Jill Patton for the City to take the steps necessary to approve rezoning WRA owned property from Multi-Family to Commercial. **SECOND** by Randy Kressler. **Motion passed unanimously**, by a vote of 5 Ayes and 0 Nays.

- 2) Discuss and take action **with regard to enacting a 120-Day Moratorium on Multi-Family construction permits.**
 - **MOTION** made by Jill Patton to enact a 120-Day Moratorium on Multi-Family construction permits. **SECOND** by Randy Kressler. **Motion passed unanimously**, by a vote of 5 Ayes and 0 Nays.
- 3) Discuss and take action **with regard to updating the Zoning Ordinance.**
 - **MOTION** made by Jill Patton for the City to take the steps necessary, with the P&Z Commission, to update the Zoning Ordinance. **SECOND** by Randy Kressler. **Motion passed unanimously**, by a vote of 5 Ayes and 0 Nays.

C. Councilman Mike Coleman

Discuss and take action **to adopt Ordinance No 326, establishing a Junk Vehicle ordinance.**

- Councilman Coleman updated the Council on the revisions, fines, and abatement actions written into the ordinance.
- **MOTION** made by Nick Encke to adopt Ordinance No. 326. **SECOND** by Mike Coleman. **Motion passed unanimously**, by a vote of 5 Ayes and 0 Nays.

D. Mayor Yeager

Discuss and take action **with regard to the sale of the Quint Fire Truck.**

- Discussion ensued regarding current debt, listing sales price, and potential purchase offers on the Quint. No action taken.

E. City Administrator Roger Unger - ITEM REMOVED FROM AGENDA, see #1 Approval of the Agenda, above.

Discuss and take action **with regard to Fort Worth Water Pretreatment Streamlining Rule Provisions.**

F. City Administrator Roger Unger

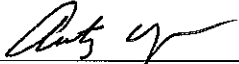
Discuss and take action **to adopt Ordinance No. 327, establishing a new Building Permit Fee Schedule.**

- Greg Mitchell updated Council on restructuring the permit fees from a valuation-based fee schedule to a standardized fee schedule.
- **MOTION** made by Kelly Jones to adopt Ordinance No. 327. **SECOND** by Jill Patton. **Motion passed unanimously**, by a vote of 5 Ayes and 0 Nays.

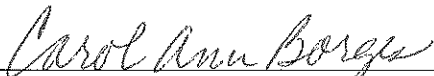
Mayor Yeager thanked Council for their service and Carol for getting the three meetings tonight prepared.

ADJOURNED at 8:07pm by Mayor Yeager.

MINUTES APPROVED BY:

 This, the 10th day of January, 2012.
Anthony Yeager, Mayor
City of Westworth Village, TX

SIGNATURE ATTESTED BY:


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

