



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

REGULAR CITY COUNCIL MEETING MINUTES

DATE: APRIL 9, 2013
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
City Administrator	Roger Unger
City Secretary	Carol Borges
Police Chief	Doug Reim
Fire Chief	John Rodriguez
HC Director of Golf	David Curwen
HC Superintendent	Sterling Naron
Code Enforcement	Ryan Studdard
P&Z Chair	Melva Campbell
P&Z Member	Tom Weaver
City Attorney	George Staples
Freese & Nichols Engineer	Alex Garcia

ABSENT:

Council Member	Mike Coleman
----------------	--------------

GUESTS:

Nick Ibarra	Representative for KCP Springs
-------------	--------------------------------

PRE-COUNCIL SESSION cancelled by Mayor Yeager.

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

INVOCATION offered by Tom Weaver.

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 4 Ayes and 0 Nays.

2. Approval of the Consent Agenda:

MOTION to approve the Consent Agenda: Nick Encke. **SECOND:** Steve Beckman.

Motion passed unanimously by a vote of 4 Ayes and 0 Nays.

The following consent agenda items were approved.

A. Approval of the Minutes:

- Regular Council Meeting – March 12, 2013

B. Approval of March's Financial Reports:

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

FUND BALANCES MARCH 2013	GENERAL FUND	WATER FUND	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HAWKS CREEK GOLF CLUB
Monthly Revenue	\$167,289	\$86,715	\$81,932	\$31,210	-\$173	\$9,000	\$149,116
Monthly Disbursement	\$225,308	\$68,098	\$1,430	\$27,709	\$0	\$13,947	\$131,397
TexPool Balance	\$570,965	\$400,192	\$660,937	\$3,234	\$334,740	\$161,136	N/A
Cash on Hand	\$46,660	\$101,531	\$83,248	\$61,326	\$559	\$5,517	\$283,052
CDARS Investment as of 02/28/13*	\$1,281,636	\$695,937	\$496,785	N/A	N/A	\$1,718,577	N/A
CDARS Interest as of 02/28/13*	\$1,669	\$774	\$680	N/A	N/A	\$1, 855	N/A

3. Staff Updates:

A. Doug Reim, Police Chief

- **PD Reports, March** – 911 Calls 139, FYTD 409; Priority Calls for Service 301, FYTD 1717; Self-Initiated Calls 1285, FYTD 6936; Citations 230, FYTD 1356; Violations 345; Jail 65; FYTD 309; Westover Hills Jail FYTD 1; Lakeside Jail 3, FYTD 24.
- **Introduction of newly hired Police Officer William Petty:** Chief stated Officer Petty has made a successful transition to the department. The Mayor welcomed Officer Petty, who stated his enthusiasm to be a part of this “family-oriented” City. The ceremonial oath will be administered next month so Officer Petty’s wife can participate.

B. Ryan Studdard, Code Enforcement

- **Code Enforcement Report, March:** 54 Code Warnings and 2 Citations; 42 warnings were for outside storage issues. Most contractor violations for working without a permit are roofers. When discovered they are charged double the fee [i.e. fee + fine]. The reference to parking “90 inches from curb” refers to parking flatbed trailers which exceed the width allowed vehicles parked on the street (90” from curb). Greater width creates roadway hazards.
- **Inspection Report, March:** 46 Building inspections.

C. John Rodriguez, Fire Chief

- **Fire Dept Report, March:** Total calls 48, including 23 Fire, 25 EMS, and 13 Mutual Aid calls; average response “in city” was 4.13 minutes; total of 178.5 volunteer hours. There were 119.5 training hours on Module 1/2 Ladder – Raises/Carries, Knowledge Exam/Unit Check Off, Saving Your Own, Building Familiarization, and EMS CEs.

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

- **Golf Club Report, March:** 3456 Rounds; \$150,373 Revenue; Tournaments: All Saints HS Boys & Girls and UST Mamiya Intercollegiate, hosted by Texas Wesleyan Univ. Tee box and fairway aerifications were conducted in March, with another scheduled for May.

E. Roger Unger, City Administrator

- **Capital Projects/Infrastructure:** Tracyne/Aton project has begun; in process of laying water lines; should be complete by fall. Currently 20% complete in design phase of Tracyne/Coleman project. Building permit for IL/AL Complex was pulled yesterday. Closing on land set for tomorrow. Roger met with the Construction Superintendent yesterday. They will break ground on May 1st. The project should take about 9-12 months to complete. This complex should kick start commercial development in the City. Dentist and VA offices are moving into a shell building in the Shoppes Center; both expected to be complete by May. Seattle’s Best Coffee is expected to build on pad site just west of Sam’s gas station, which is in White Settlement. This property will trigger revisions to the 380 Agreement as provided in the document.
- **Budget/Disbursements:** We are half-way through the fiscal year. Variance report shows expected increase to IT expense and increase in Permit revenue. K. Hovnanian homes have pulled their last permit. Roger has received numerous calls from developers and real estate agents interested in Westworth Village. An investor is looking to develop a high-end patio home community on the north side of White Settlement Road. HCGC budget is at 70% of merchandise budget due to large purchase opportunity, at reduced rates, which will stock the Pro

Shop through next fall. Mayor Pro-Tem/Finance Chair Kelly Jones would like to meet with Roger regarding the variance reports. Roger is happy to meet and present information in whatever form is requested. He will continue to maintain the Excel spreadsheet as a way of analyzing each line item on a monthly basis.

- **FY 13-14 Budget Kick-Off** in May with the first Finance Committee meeting.
- **Public Works Report** is included in the packet.
- **Library Update:** Roger is very pleased with the two part-time employees and the changes being made at the Library. It is being professionally run and welcoming to our community patrons.

4. Committee Updates:

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

B. Fire Dept Consolidation Committee –Kelly Jones, Chair – Committee met on 3/26 to discuss observations and future requirements of the department. An engine will soon need to be retired and replaced. The committee will be making strategic decisions over the next few months. Chairman Jones would like to schedule another committee meeting in a couple of weeks.

C. Library Committee –Jill Patton, Chair – New library cards, with barcodes, have been ordered. The Librarian is currently uploading data to the Consortium database. She also submitted the paperwork for accreditation. There is an updated policy ordinance on the agenda.

D. Ordinance Committee –Mike Coleman, Committee Member – Chairman Coleman was not in attendance.

E. Vision Committee – Steve Beckman, Chair – Committee is inactive at the moment. Chief Reim is working on crime statistics to be included in the presentation. Chief Reim stated PD staff is working on GEO-tagging (geographically tagging every address in the City), which will enable the PD to report crime stats in specifically designated districts (residential, commercial, etc).

5. Public Information

A. Communications: **NAS JRB Mission Statement and Report** included in the packet.

B. Announcements:

- The PD has received two complaints of **tax return fraud** (identity theft by submitting a fraudulent tax return). Chief Reim asked citizens to be cautious of their mail and report anything suspicious to the PD.
- **Special Olympics Golf Classic at Hawks Creek Golf Club on Tuesday, May 7th.** Chief Reim stated eleven (11) teams have already signed up. Commercial sponsors: Kwik Kar for \$1000 and Babies on the Boulevard for \$500. George Staples' law firm, TOASE, is expected to sponsor as well. T-Shirt sales at Burton Hill Elementary already raised \$900. School children's Penny Drive raised \$800 in two weeks. Councilmen Encke and Jones are contributing to the silent auction. Big thanks to David Curwen, Sterling Naron, Officer Jeramey Miller, the school staff, and all sponsors for their support.

C. Proclamation: Child Abuse Prevention Month read aloud by Councilwoman Patton.

D. Citizen Comments:

- Mrs Melva Campbell stated **Jeanette Jones** was so impressed with last month's luncheon speaker from **CASA of Tarrant County** that she has volunteered to train and work as an Advocate for Children.
- Mrs Campbell thanked the Public Works Dept for repairing the potholes behind the elementary school on Ansley Drive.
- Mrs Campbell also thanked the Fire Dept for their participation in the annual Tri-City Chamber Easter Egg Hunt.

6. Executive Session called at 7:33 pm with City Administrator Roger Unger and Attorney George Staples in attendance. P&Z Commission Chair Melva Campbell was asked to join the Executive Session at 7:54 pm.

Convene into executive session to deliberate the following items, pursuant to Texas Government Code Chapter 551.071: Consultation with Attorney regarding pending or contemplated litigation.

Reconvened into Regular Session at 8:45 pm.

7. Action Items:

A. Mayor Yeager

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

- **No action taken.**

B. Mayor Yeager

Discuss and take action to **authorize capital improvements at Hawks Creek Golf Club.**

- City Administrator Roger Unger stated waterline improvements, at a cost of approximately \$200K, have been discussed for months and are required to maintain the course. This led to conceptualizing course improvements to increase revenue and enhance the environment of recreational amenities in the City. The improvements being presented are estimated at \$650K.
- Director of Golf David Curwen made a presentation on increasing revenue by adding a short-game course and practice range to an undeveloped 4-acre tract of golf course property. These improvements have the potential to generate revenue, attract new golfers, and contribute to the current members' golf experience. Course Superintendent Sterling Naron stated this is an opportunity to fully utilize the property while reducing stress on other areas of the course.
- Hawks Creek course designer John Culligan was in attendance to provide suggestions and answer questions. Mr Culligan stated that a practice range would provide additional training opportunities, increase revenue, and increase the value of the Club property. Creating a short-game course provides an opportunity to generate new revenue in the marketplace, while keeping your core players. Mr Culligan said the original design cost \$2.4M which did not allow for these types of ideas. The City's current population base is now prime for such an endeavor.

- PGA Pro Brian Wilson was also in attendance to provide feedback. Mr Wilson stated Hawks Creek has an opportunity to be the first course in the Metroplex to provide this type of amenity to its members.
- Councilwoman Patton asked about the Return on Investment (ROI). Roger stated these improvements may take 15 years for full ROI; however, if Club revenues continue as the past year, it may be much sooner. Revenue projections could be in the six-figure range within 3 years. Councilwoman Patton likes the concept of fully using the property to generate revenue. She also asked about potential patronage from IL/AL residents. David stated he expects the national average of 10% of the residents to join HC.
- Mayor Pro-Tem Jones stated his concerns over spending citizens' money and that the City is not in the golf course business. The concept is premature. Hawks Creek has not made a profit on its own yet. Golf is not a growth industry and Mayor Pro-Tem Jones feels very dubious about the Club's ability to turn a profit. He would like to see more data to convince him of the profit potential. Mayor Pro-Tem Jones requested a survey of current members/patrons as to what additional amenities are wanted and would be used.
- David Curwen stated that, in years past, the City had not had a vision for the Club. With three closings for repairs and gas well drilling, the Club lost customers and their faith in the property. David wants to implement a vision and see it to fruition. This plan can be implemented in phases, but the Club deserves a commitment to its completion.
- The **consensus of the Council** is for staff to continue studying options by using whatever resources are available, and provide more information at the next meeting. David will contact the National Golf Association (NGA) for suggestions, data analysis, and feedback. No formal action was taken.

C. City Administrator Roger Unger

Discuss and take action to **authorize the City of Fort Worth to install a 12" water line from the intersection of Carb Drive and Roaring Springs Road to the median of White Settlement Road along Seymour Drive.**

- Roger Unger stated Fort Worth waterline improvements have been underway for 3-4 years. The line belongs to Fort Worth, while the road is the City's. Fort Worth will install the new water line and repair the road in full concrete panels (not pieces). Both cities will gain redundancy with the looped line.
- **MOTION** by Nick Encke as written. **SECOND** by Jill Patton. **Motion passed unanimously by a vote of 4 Ayes and 0 Nays.**

D. City Administrator Roger Unger

Discuss and take action to **authorize second entrance into the commercial tracks off Roaring Springs Road.**

- The commercial developer has asked to create a second entrance into the property at the curve of Roaring Springs off Hwy 183, directly across from the QT entrance. Additional access would enhance the value of the property. TXDOT will not allow an entrance from Hwy 183.
- Roger Unger, Chief Reim, and Larry Briones have reviewed access and roadway hazards. Roger discussed several modification options including adding a turn lane, lane striping, lane buttons, yield and other traffic signs. Chief Reim presented a visual of what the turn lane could look like. He also discussed speed limits and traffic patterns, with regard to safety.

- Dunaway Associates submitted a report on access considerations, dated January 2013. Freese & Nichols Engineer Alex Garcia was in attendance to answer questions and provide feedback. Nick Ibarra, representative from KCP Springs, was also in attendance. Alex stated that normal lane width is 10'-12'. Larry is more comfortable with 13' to provide for wider commercial vehicles, especially on a curve. Roger suggested the City ask the developer to go back to their engineers for a three-lane layout, identifying lane width and striping. Mayor Pro-Tem Jones wants the developer to know that Council is supportive of the project but must take action to satisfy the concerns of our Police Chief, Fire Chief, and Public Works Supervisor with regard to traffic safety and the safety of the citizens.
- **MOTION** made by Kelly Jones that Council preliminarily approve a second entrance into the commercial tracks off Roaring Springs Road, across from Quick Trip, subject to further review and suggestions from the developer's engineer and final approval will be contingent upon Council's approval of traffic mitigation plans. **SECOND** by Nick Encke. **Motion passed unanimously by a vote of 4 Ayes and 0 Nays.**

E. Mayor Yeager

Discuss and take action to **authorize staff and consultants to take the necessary steps to prepare to sell bonds.**

- Roger Unger presented financial data to support a potential bond sale (certificates of obligation) to support continuing infrastructure rehabilitation projects, parks and trails, and potential golf course improvements. Roger's revenue assumptions are very conservative, excluding gas well revenue, limiting property valuation increases, and maintaining current ad valorem tax rates. Roger noted the developer portion of the City's 380 Agreement payments will expire in 2019, increasing City sales tax revenue by approximately \$220K/year.
- Mayor Pro-Tem Jones opposes moving forward without the Finance Committee meeting to review and discuss options and without public hearings to allow for citizen input. Roger stated this is a preliminary step to acquire accurate numbers to be presented to the Committee, the Council, and to the citizens in an official Public Hearing. This step does not authorize the sale of bonds, but to continue gathering appropriate data.
- **MOTION** made by Steve Beckman as written. **SECOND** by Nick Encke. **Motion passed by a vote of 3 Ayes (Patton, Encke, Beckman) and 1 Nay (Jones).**

F. Councilwoman Jill Patton

Discuss and take action to **adopt Ordinance No. 353 Library Policies: Rules & Regulations.**

- Councilwoman and Library Committee Chair Patton stated the policies have been adjusted to be more in-line with other Consortium member libraries. Staff is moving to improve automation and further the partnership with the Consortium.
- **MOTION** made by Jill Patton as written. **SECOND** by Nick Encke. **Motion passed unanimously by a vote of 4 Ayes and 0 Nays.**

G. Mayor Yeager


Discuss and take action with regard to the **Interlocal Agreement with Tarrant County for the West Nile Virus Surveillance and Response Program.**

- Mayor Yeager stated all cities in the Metroplex are participating in the county programs. The Public Works team will set traps in all low-lying/low-drainage areas and in any standing pools of water.
- **MOTION** made by Jill Patton for the City to participate in the Interlocal Agreement as written. **SECOND** by Steve Beckman. **Motion passed unanimously by a vote of 4 Ayes and 0 Nays.**

Mayor Yeager thanked the staff and Council for their work and participation this evening.


ADJOURNED at 9:22pm by Mayor Yeager.

MINUTES APPROVED BY:



This, the 14th day of MAY, 2013.
Anthony Yeager, Mayor
City of Westworth Village, TX

SIGNATURE ATTESTED BY:



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

