



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

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**JULY 9, 2013**  
**PRE-COUNCIL SESSION: 6:45 PM**  
**REGULAR SESSION: 7:00 PM**

**MUNICIPAL COMPLEX**  
**COUNCIL CHAMBERS**  
**311 BURTON HILL ROAD**

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<b>ATTENDEES:</b>	Mayor	Tony Yeager
	Mayor Pro-Tem	Kelly Jones
	Council Member	Jill Patton
	Council Member	Steve Beckman
	Council Member	Mike Coleman
	City Administrator	Roger Unger
	City Secretary	Carol Borges
	Police Chief	Doug Reim
	Police Officer	Jeramey Miller
	Police Officer	William Petty
	Fire Chief	John Rodriguez
	HC Superintendent	Sterling Naron
	Assistant Golf Pro	Chris Gentry
	PW Supervisor	Larry Briones
	Librarian	Rhonda Hines
	Code Enforcement	Ryan Studdard
	City Attorney	George Staples
<b>GUESTS:</b>	Progressive Waste	Paul Hansen, District Manager
	Progressive Waste	Norm Bulaich, Regional Municipal Manager
	Special Olympics Rep	Doug Ray
<b>ABSENT:</b>	Council Member	Nick Encke
	HC Director of Golf	David Curwen

**PRE-COUNCIL SESSION CALLED TO ORDER at 6:49pm by Mayor Yeager.**

**Mayor Yeager announced each action item individually. Discussion of agenda items, as follows:**

- 6A:** City Administrator Roger Unger discussed the **proposed the Progressive Waste contract**. In exchange for (5) eight-yard dumpsters at no charge, the City will be charged for (2) forty-yard roll-offs for the annual bulk trash event. Residential properties remain at the current rate plus the CPI and fuel surcharge provisions. Commercial rates will incur a 2% rate increase. Staff is very satisfied with the relationship and service received from Progressive. Roger recommends approval.
- Several residents have requested rolling recycling carts. Moving from buckets to carts would increase the rate; therefore, Roger proposed Council hold a Public Hearing later in the year to receive citizen input before changing that provision in the contract.
  - Norm Bulaich, Regional Municipal Manager, addressed Council stating his gratitude to have built a solid relationship with the City since 1999. Norm introduced Paul Hansen, District Manager.
- 6B:** Police Chief Doug Reim explained the **proposed contract with Lone Star Auctioneers, Inc., for property auction services**, will provide for disposal/sale of both confiscated property/asset forfeiture and City owned property, such as old/unused IT equipment. There is no cost to the City for this service; a 10% premium will be charged to buyers.
- 6C:** Mayor Yeager stated **MedStar** submits a subsidy request annually. The City has not provided one in the past.
- 6D:** Purchase of a **Jet Truck** was discussed in the Finance Committee meeting prior to Council.
- 6E:** Councilwoman Jill Patton will introduce the Librarian and discuss the proposed **Long Range Library Plan** during regular session.
- 6F:** Roger Unger stated the City has only received 12 responses to the **Parks Study**. Freese & Nichols would like the City to hold an informal public meeting to receive input from the residents. Roger proposed a Tuesday evening in August, separate from the Regular Council Meeting. We will continue to advertise the survey and the public hearing in the newsletter, website, and through the distribution of door hangers.

**PRE-COUNCIL CLOSED at 7:00pm by Mayor Yeager. Mayor called a short recess.**

**REGULAR COUNCIL MEETING CALLED TO ORDER at 7:08pm by Mayor Yeager.**

**INVOCATION offered by City Administrator Roger Unger.**

**PLEDGE OF ALLEGIANCE led by Mayor Yeager.**

#### **INVOCATION & PLEDGE OF ALLEGIANCE**

**1. Approval of the Agenda**

**MOTION** to approve the Agenda: Mike Coleman. **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: Steve Beckman. **SECOND:** Jill Patton

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

**A. Approval of the Minutes:**

- Regular Council Meeting – June 11, 2013
- Special Council Meeting – June 25, 2013

**B. Approval of June's Financial Reports:**

- TexPool Report
- A/P Disbursements Report

<b>FUND BALANCES JUNE 2013</b>	<b>GENERAL FUND</b>	<b>WATER FUND</b>	<b>CAPITAL PROJECTS</b>	<b>CRIME CONTROL</b>	<b>DEBT SERVICE</b>	<b>WRA</b>	<b>HAWKS CREEK GOLF CLUB</b>
<b>Monthly Revenue</b>	\$146,408	\$90,744	\$81,399	\$35,499	\$11,546	\$4,219	\$187,132
<b>Monthly Disbursement</b>	\$239,677	\$50,649	\$141,275	\$29,629	\$0	\$6,981	\$129,418
<b>TexPool Balance</b>	\$378,468	\$500,273	\$1,180,664	\$3,235	\$355,050	\$86,162	N/A
<b>Cash on Hand</b>	\$268,309	\$115,593	\$3,983	\$88,993	\$559	\$162,199	\$281,525
<b>CDARS Investment</b>	\$1,336,696	\$693,833	\$0	N/A	N/A	\$1,577,834	N/A
<b>CDARS Interest to Date as of 05/31/13</b>	\$854	\$643	\$0	N/A	N/A	\$1,454	N/A

**3. Staff Updates:****A. Doug Reim, Police Chief**

- **Special Olympics Presentation** – Chief Reim presented a slide show of the Special Olympics events in which the Dept, led by Officer Jeramey Miller, participated. A representative check (i.e. large display cardboard), in the amount of \$16,300, was presented to Mr Doug Ray of the Special Olympics Texas team. Chief also presented Officer Miller with a Recognition Award. Chief thanked the Mayor, Council, staff, and school representatives for their support. Mr Ray thanked the City, Chief Reim, and Officer Miller for their partnership in the program. Mayor Yeager stated the City would continue its involvement and support.
- **PD Reports** – June Priority Calls for Service 370; Self-Initiated Calls 1354; Other Calls 466; 911 Call Report not available yet. Citations 197; Violations 300. There is typically an increase in crime in summer months, specifically to vehicles entries, burglaries, and domestic incidents. Jail 66. Contract services to Westover Hills and Lakeside tracking as expected.
- New Police Officer will begin training on Monday; Warrant Officer training can now begin as well.

**B. Ryan Studdard, Code Enforcement**

- **Code Enforcement Report** – 43 Warnings, 6 Citations. Most violations in watering off schedule. Residents are complying once they are aware of the Stage 1 restrictions.
- **Building Inspection Report** – 58 Total Inspections.

**C. John Rodriguez, Fire Chief**

- **FD Report** – 39 Total Calls, including 2 Fire, 1 MVA, 19 EMS/Medical Assists. 12 Mutual Aid Calls. Response Time 6.19 min. 66 Training Hours on Ventilation Skills/Roof Simulator, Hydrant Inspection, Globe PPE Inspection, Heat Related Emergencies.

**D. Sterling Naron, Superintendent of Hawks Creek Golf Club**

- **Golf Club Report** – 4064 Rounds, \$189K Revenue, no closures, 79 Memberships. Five (5) events were held in June. A variance was received from the TRWD regarding Stage 1 Restrictions. An alternate watering schedule has been implemented reducing usage by the required 5%. Aerification process is complete.

**E. Roger Unger, City Administrator**

- **Capital Projects/Infrastructure** – Tracyne and Aton projects are moving along: Concrete pour on **Tracyne West** on Friday; **Aton East** waterline is installed and concrete will be poured next week. Very few resident complaints received during this project. Engineering in 90% complete on **Tracyne East**; expect to go out for bids in December/January. This will be the first project funded by the bond sale. **CDBG sewer project for Pollard and Trigg** has been approved. The City will receive \$130K in CDBG funds; total project cost is \$200K. Reliable Paving will divert **drainage from Westworth Park** that collects off Seymour by installing a French Drain. Design on the **waterline interconnect** at the southwest corner of the City is complete. This project is necessary to provide services for ongoing development. The **IL/AL Complex** is ‘moving dirt’; expect an 18 month construction period. **Hovnanian** development is complete with final home under contract. A **medical imaging center** is considering building near the IL/AL Complex. There’s potential for a high-end 17-home community development within the City. If it materializes, the builder will submit a rezoning request.
- **Budget/Disbursements – Preliminary appraisal** was received from Tarrant County. The City has seen a 14% increase in valuation – the highest increase in the county. **Disbursements** are on track. Variances in IT, Inspections, and Attorney Fees were discussed in the Finance meeting.
- **Public Works** – All **water meters** have been replaced. Westworth Park meters will be replaced next year as they will hit their five-year life cycle.
- **Library Report** – Councilwoman Patton asked to reserve the Library report for later in the meeting.

**4. Committee Updates:**

- A. Finance Committee** - Kelly Jones, Chair – Committee met earlier this evening. Budget planning for next year is going well.
- B. Fire Dept Oversight Committee** – Kelly Jones, Chair – Nothing to report.
- C. Library Committee** - Jill Patton, Chair – Will be covered later in the meeting.
- D. Ordinance Committee** - Mike Coleman, Chair – No ordinance changes currently. Another comprehensive review will be held in the future.
- E. Vision Committee** - Steve Beckman, Chair – Nothing to report.

**5. Public Information**

- A. Communications:** Mayor Pro-Tem Jones stated the Hawks Creek Apartments settlement negotiations are complete. Mayor Yeager’s leadership and direction resulted in a positive outcome.
- B. Announcements:** Mrs Melva Campbell announced the Burton Hill Elementary “**Welcome Teachers**” event will be held on August 13<sup>th</sup>, at 10am.

C. **Citizen Comments:** None.

6. **Action Items:**

A. **Mayor Yeager**

Discuss and take action with regard to a new **Progressive Waste contract**, effective August 1<sup>st</sup>, as submitted.

- **MOTION** to approve by Steve Beckman. **SECOND** by Mike Coleman. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

B. **Police Chief Doug Reim**

Discuss and take action to **authorize Mayor Yeager to enter into a contract with Lone Star Auctioneers, Inc., for property auction services.**

- **MOTION** to approve by Jill Patton. **SECOND** by Kelly Jones. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

C. **Mayor Yeager**

Discuss and take action with respect to **providing a subsidy to MedStar Emergency Services.**

- Item died for lack of motion. [No subsidy will be provided.]

D. **City Administrator Roger Unger**

Discuss and take action with respect to **authorizing the reallocation of water capital expenditures for the purchase of a jet truck.**

- **MOTION** to approve by Mike Coleman. **SECOND** by Steve Beckman. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

E. **Councilwoman Jill Patton**

Discuss and take action with respect to a **Long Range Plan for the Library.**

- Councilwoman and Committee Chair Jill Patton stated the **Library Committee** has been meeting with other libraries in the Consortium. Our barcode project is almost complete and will be uploaded to the online inventory asap. Mrs Patton introduced **Librarian Rhonda Hines**. Mrs Hines presented her first report to Council since being hired. The Summer Reading Program is going very well. Children and parents are actively participating; school administration and volunteers providing strong support. Rhonda has received a considerable amount of positive feedback from the community.
- Councilwoman Patton stated the Long Range Plan, approved by Council, is a required document to gain accreditation with the Texas Library Association. There is no deadline for any of the goals listed to be accomplished. Roger Unger stated the budget will allow for improvements to be made by staff over the course of time; for example, the replacement of front stairs and ramp and interior painting is expected to be done by the PW Team over the fall/winter months.
- **MOTION** to approve by Jill Patton. **SECOND** by Mike Coleman. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

F. **City Administrator Roger Unger**

Discuss and take action with respect to the **ongoing Parks Study and future public hearing.**

- Council is in agreement to hold a public meeting in August to gain feedback from the citizens regarding their desires for parks and trails within the community. Tentative date is August 27<sup>th</sup>.

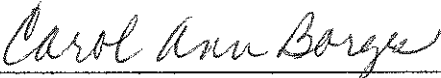
**ADJOURNED at 7:57pm by Mayor Yeager.**

**MINUTES APPROVED BY:**

  
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**Anthony Yeager, Mayor**  
**City of Westworth Village, TX**

This, the 13<sup>th</sup> day of August, 2013.

**SIGNATURE ATTESTED BY:**

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

