



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

REGULAR CITY COUNCIL MEETING MINUTES

AUGUST 13, 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
Council Member	Mike Coleman
City Administrator	Roger Unger
City Secretary	Carol Borges
Fire Chief	John Rodriguez
HC Director of Golf	David Curwen
HC Superintendent	Sterling Naron
Code Enforcement	Ryan Studdard
City Attorney	George Staples
Pastor Church of Christ	Nathan Keller
Homebuilder	Ron Parker

ABSENT:

Police Chief	Doug Reim
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PRE-COUNCIL SESSION omitted by Mayor Yeager.

REGULAR COUNCIL MEETING CALLED TO ORDER at 7:02pm by Mayor Yeager.

INVOCATION offered by Pastor Keller.

PLEDGE OF ALLEGIANCE led by Mayor Yeager.

1. Approval of the Agenda

MOTION to approve the Agenda: Steve Beckman. **SECOND:** Jill Patton
Motion passed unanimously by a vote of 5 Ayes and 0 Nays.

2. Approval of the Consent Agenda:

MOTION to approve the Consent Agenda: Nick Encke. **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 – July 9, 2013

B. Approval of July's Financial Reports:

- TexPool Report
- A/P Disbursements Report

FUND BALANCES JULY 2013	GENERAL FUND	WATER FUND	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HAWKS CREEK GOLF CLUB
Monthly Revenue	\$ 239,419	\$112,797	\$5,296,881	\$35,090	\$94,971	\$9,570	\$171,127
Monthly Disbursement	\$250,241	\$76,505	\$209,684	\$15,177	\$0	\$13,708	\$144,871
TexPool Balance	\$454,693	\$500,295	\$6,295,772	\$3,235	\$450,993	\$86,166	N/A
Cash on Hand	\$140,195	\$166,723	\$6,180	\$104,173	\$559	\$158,180	\$384,850
CDARS Investment	\$1,336,696	\$693,833	N/A	N/A	N/A	\$1,577,834	N/A
CDARS Interest as of 06/30/13*	\$1,147	\$812	N/A	N/A	N/A	\$1,812	N/A

3. Staff Updates:

A. Doug Reim, Police Chief

- Chief Reim was absent. **PD Reports** were included in the packet for Council review, as follows: July Priority Calls for Service 285; Self-Initiated Calls 1091; Other Calls 471; Citations 140; Violations 1961 Jail 58. Contract services to Westover Hills and Lakeside continue to be consistent.

B. Ryan Studdard, Code Enforcement

- **Code Enforcement Report:** 36 code violations were addressed in July. Per Councilwoman Patton's request, Ryan will be adding a month-to-month comparison page to his report next month. Councilman Coleman asked Ryan to investigate overgrown grass at the fence line and sidewalk on school property.
- **Inspection Report:** 62 inspections were performed in July.

C. John Rodriguez, Fire Chief

- **Fire Dept Report:** Total calls 38, including 1 Building Fire, 13 Mutual Aid calls; average response "in city" was 4.20 minutes; total of 100 member hours and 55 volunteer hours. There were 66 training hours on SCBA Intro, Bunker Drills, EMS Skills and Reports, Reading Smoke, and Pediatric Scenarios.

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

- **Golf Club Report:** 3545 Rounds; \$163,680.24 revenue. Another record month in spite of 2.68” of rain and one day closed over the holiday weekend. 78 Memberships. David is working with two school programs, enabling the coaching staff to expand teaching opportunities. Two (2) events were held in July: Suburban Ladies GA and NTPGA Junior Tour. Two other events were rained out: Golf Week Amateur Tour and DFW Singles GA. Aerification of the greens was completed on July 8th. David intends to continue efficient water use and aerification practices. Longtime employee Assistant Superintendent Robby Boyd has resigned to accept a Superintendent position. Mechanic position is still open.

E. Roger Unger, City Administrator

- **Capital Projects/Infrastructure** –Aton East project should be complete in another month. Tracyne West Street should be complete in 2-3 weeks. Aton West waterline project is underway. Handicap ramps along Burton Hill Road are being reworked to meet ADA requirements. They were not installed correctly several years ago so the cost is being split by the City, the engineers, and the contracting firm that performed the original project. City expense will be \$9K. Engineering is almost done for the waterline interconnect. The Tracyne East and Coleman Street project is in the design stage. Hovnanian subdivision is sold out, with the last lot being developed by a different builder.
- **Budget/Disbursements** – Roger expects a large increase in valuation next year due to the development projects in town. Other than known variances, the current year’s budget is on track.
- **Public Works Report** included in packet.

4. Committee Updates:

A. Finance Committee –Kelly Jones, Chair

- The Finance Committee has completed its review of next year’s budget and has submitted to Council for review and approval. The City continues to be in an enviable financial position.

B. Fire Dept Consolidation Committee –Kelly Jones, Chair – Nothing to report.

C. Library Committee –Jill Patton, Chair

- The barcode report [of all materials] is ready for Consortium reps to upload to the system.

D. Ordinance Committee –Mike Coleman, Chair

- Currently reviewing list of traffic signs. There will be several small changes over the next few months.

E. Vision Committee – Steve Beckman, Chair – Nothing to report.

5. Public Information

A. Communications: No communications.

B. Announcements:

- **Public meeting on parks survey** – August 27th, at 7:00pm, in the Community Room. Door hanger notices will be distributed by staff by Friday, 8/23.

- **1st Public Hearing on FY 2013-2014 Budget & 2013 Tax Rate** – September 10th, at 7:00pm, prior to Regular Council Meeting
- **2nd Public Hearing on FY 2013-2014 Budget** – September 17th, at 7:00pm, in Council Chambers
- **Special Meeting to Adopt the FY 2013-2014 Budget & Set the 2013 Tax Rate:** Per Attorney George Staples, the date and time must be set by motion of the Council.
 - **MOTION** to hold a Special Meeting to Adopt the Fiscal Year 2013-2014 Budget and Set the 2013 Tax Rate on **September 24th, at 8:00am**, made by Mike Coleman. **SECOND** by Nick Encke. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

C. Citizen Comments:

- Mrs Melva Campbell stated four (4) **new teachers** are on staff at Burton Hill Elementary this year. Thanks to the Police Dept, LA Fitness, and Kwik Kar, for providing items for the teachers' gift bags. Teachers will be welcomed back on Tuesday, August 20th, at 10am, with sandwiches and cake.
- The Westworth Church of Christ will hold their annual **A Capella Gospel event** on Sunday, August 18th, at 2pm.

6. Action Items:

A. Mayor Yeager

Discuss and take action with respect to the **reimbursement of expenses to re-route the sewer line at 106 Monterra Circle**. [Mr Ron Parker is expected to be in attendance.]

- Roger Unger explained that approximately three months ago, Mr Parker contacted him regarding the sewer tap flowing backwards toward a double-lot property being built on in Westworth Park. Since the plumber had already run the sewer lines, Roger had agreed the City would reimburse the cost of re-routing the line to the 2nd sewer tap. Mr Parker wants the agreement in writing, so Roger felt the "contract" should be approved by the Council.
- Mr Parker confirmed that the work has not yet been completed due to material delays and scheduling issues.
- **MOTION** to reimburse the Fred Parker Company for expenses to re-route the sewer line at 106 Monterra Circle, in the amount of \$3,240, made by Kelly Jones. **SECOND** by Nick Encke. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

B. Mayor Yeager

Discuss and take action with respect to the **disposition of funds received from the Hawks Creek Apartments**.

- As discussed in the Finance Committee meeting earlier this evening, these funds were expected to be used for capital projects; however, Roger recommends depositing annual funds received from the apartments into the General Fund and Debt Service Fund using the Ad Valorem percentage rate for each. Currently the revenue budget for FY 2013-2014 is not showing any payments from the apartments. The Finance Committee members agreed with Roger's recommendation.
- **MOTION** made by Steve Beckman to authorize Roger Unger to account for the funds received from the Hawks Creek Apartments as if they were Ad Valorem taxes. **SECOND** by Nick Encke. **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.
- Mayor Yeager stated his appreciation to Mayor Pro-Tem Jones and Attorney George Staples for their work in resolving apartment issues.

C. Mayor Yeager

Discuss and take action with respect to **staff recommendation(s) on Proposals received for Banking Services.**

- Two banks responded to the City's Request for Proposal: Wells Fargo and Frost Bank. The service proposals are competitive; however, Wells Fargo is the only bank within the City limits. They have agreed to waive all fees if the City maintains a collective account balance of \$1M. Currently the City is paying an average of \$5K/year in banking fees. Roger recommends Wells Fargo for banking services.
- **MOTION to authorize Roger Unger to move forward with a contract for banking services with Wells Fargo Bank, effective October 1st, made by Kelly Jones. SECOND by Steve Beckman. Motion passed by a vote of 4 Ayes (Jones, Beckman, Encke, and Coleman) and 1 Nay (Patton).**

D. Mayor Yeager

Discuss and take action to **pass Resolution No. 2013-07, appointing Directors to the Westworth Redevelopment Authority Board.**

- **MOTION made by Mike Coleman to pass Resolution No. 2013-07, appointing Kelly Jones, Melissa Huffman, and Nick Encke to the WRA Board, for a term to expire on 09/01/2015. SECOND by Jill Patton. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.**

E. Mayor Yeager

Discuss and take action to **pass Resolution No. 2013-08, appointing Directors to the Crime Control Prevention District Board.**

- **MOTION made by Jill Patton to pass Resolution No. 2013-08, appointing Nick Encke, Jill Patton, Patricia Stack, and Jim Evans to the CCPD Board, for a term to expire on 09/01/2015. SECOND by Steve Beckman. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.**

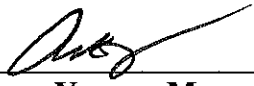
F. Mayor Yeager

Discuss and take action to **approve the sale of WRA owned land.**

- No discussion. No action.

ADJOURNED at 7:42pm by Mayor Yeager.

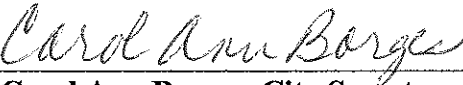
MINUTES APPROVED BY:



Anthony Yeager, Mayor
City of Westworth Village, TX

This, the 10th day of September, 2013.

SIGNATURE ATTESTED BY:



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

