

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

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**SEPTEMBER 9, 2014**  
**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
	Council Member	Jill Patton
	Council Member	Nick Encke
	Council Member	Steve Beckman
	Council Member	Mike Coleman
	City Administrator	Roger Unger
	City Secretary	Carol Borges
	Interim Chief/Lieutenant	Glenn Lipperdt
	HC Director of Golf	David Curwen
	HC Superintendent	Sterling Naron
	Building Inspector/CodePro	Jerome Walton
	Code Enforcement	Ryan Studdard
	Librarian	Rhonda Hines
	P&Z Commission Chair	Melva Campbell
	P&Z Member	Margaret Worthington
	City Attorney	Ashley Dierker

**GUESTS:** Wellness Institute project – Joe Howell, Glenn Griggs

**ABSENT:** Mayor Pro-Tem Kelly Jones

**PRE-COUNCIL SESSION CALLED TO ORDER at 6:45pm by Mayor Yeager.**

Action items announced individually. Discussion of agenda items, as follows:

- 6B:** City Administrator Roger Unger stated TRWD is requesting permission to place a trail marker sign at the entrance to the Municipal Complex and a trail map easel inside the lobby. There is no cost to the City.
- 6C:** Roger Unger stated Police Chief Reim requested the vehicle in lieu of vacation payout. It had been his assigned vehicle while with the Dept. The value is comparable and it is on the rotation schedule to be replaced within two years. The next police chief can be offered another vehicle or a car allowance.

- 6E:** The CodePro contract is a renewal for Jerome Walton's services as we are currently operating. Jerome is performing commercial inspections and training Ryan. Ryan Studdard is performing residential inspections.
- 6G:** The 5310 program provides low cost transportation services (no cost to the City) for residents, primarily for medical related appointments.
- 6H:** The Communications Agreement will provide the PD and Dispatch access to the Fort Worth FD radio channels. The City will incur a programming fee to convert current radio equipment.

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

**REGULAR COUNCIL MEETING CALLED TO ORDER at 7:01pm by Mayor Yeager.**

**INVOCATION offered by Roger Unger.**

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

**PUBLIC HEARING #1 called at 7:03pm.**

**To receive input from citizens regarding the following zoning request:** To re-zone the 2.739 acres of land recorded on the Tarrant County Cornelius Connelly Survey, Abstract No. 319, and deeded to Mr. Joe Howell, located at the southeast corner of Roaring Springs Road and Highway 183, commonly referred to as Tract 4L, in the City of Westworth Village, Texas, from Office to Office with a Planned Development (PD) Overlay.

- Roger Unger stated property owner Joe Howell and Architect Glenn Griggs were in attendance. The proposed medical facility has been revised from a three-story to a two-story, 60,000sf building. The Planning & Zoning Commission approved rezoning as a PD with the building height not to exceed 35' and the parking garage not to exceed 38'.
- Discussion of the Council continued. No comments were received from the audience.

**PUBLIC HEARING #1 closed at 7:08pm.**

**PUBLIC HEARING #2 called at 7:09pm.**

**The adoption of the Fiscal Year 2014-2015 Budget.** The proposed budget will raise more total property taxes than last year's budget by \$48,594 or more than 5.65%.

The second public hearing on the FY 14-15 budget will be held on September 16<sup>th</sup> at 7:00pm. The Council will vote on the adoption of the budget after the public hearing.

- No comments were received from the audience.

**PUBLIC HEARING #2 closed at 7:09pm.**

## **PUBLIC HEARING #3 called at 7:09pm.**

**The adoption of the 2014 Tax Rate** of \$.492 per \$100 of valuation with the proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 5.65%. Your individual taxes may increase or decrease at a greater or lesser rate, depending on the change in the taxable value of your property in relation to the change in taxable value of all other properties and the tax rate that is adopted.

- The second public hearing on the 2014 tax rate will be held on September 16<sup>th</sup> at 7:00pm. The Council will vote on the adoption of the tax rate after the public hearing.
- Roger Unger stated any time the tax rate will raise more than the effective rate, the state requires public hearings. Roger explained the definition of effective rate, how it relates to setting the tax rate, and its impact on the budget.
- No comments were received from the audience.

## **PUBLIC HEARING #3 closed at 7:11pm.**

### **REGULAR SESSION:**

#### **1. Approval of the Agenda**

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

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:** Mike Coleman.

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 – August 12, 2014

##### **B. Approval of August's Financial Reports:**

- TexPool Report
- A/P Disbursements Report

<b>FUND BALANCES AUGUST 2014</b>	<b>GENERAL</b>	<b>WATER</b>	<b>CAPITAL PROJECTS</b>	<b>CRIME CONTROL</b>	<b>DEBT SERVICE</b>	<b>WRA</b>	<b>HCGC</b>
<b>Monthly Revenue</b>	\$294,158	\$112,334	\$0	\$40,380	\$365	\$9,864	\$138,098
<b>Monthly Disbursement</b>	\$239,260	\$93,178	\$128,881	\$24,814	\$592,294	\$5,463	\$163,261
<b>TexPool Balance</b>	\$152,737	\$322,579	\$1,012,329	\$235	\$165,546	\$391,255	N/A
<b>Cash on Hand</b>	\$850,362	\$461,839	\$1,518,564	\$88,833	\$440,595	\$757,356	\$727,619
<b>CDARS Investment</b>	\$401,904	\$448,543	N/A	N/A	N/A	\$277,072	N/A
<b>CDARS Interest as of 7/31/14</b>	\$746	\$821	N/A	N/A	N/A	\$514	N/A

### 3. Staff Updates:

#### A. Interim Police Chief, Lieutenant Glenn Lipperdt

- **Police Dept Report:** Priority Calls for Service 337, YTD 3481; Self-Initiated Calls 1716, YTD 13,329; 911 Calls 204, YTD 2019; Citations 227; Violations 328, YTD 3091; Jail 43, YTD 553.
- New school year traffic has not created any issues or concerns. School and the PD staffs are working together successfully.

#### B. Ryan Studdard, Code Enforcement

- **Code Enforcement Report:** 16 code violations, YTD 258; 0 citations, YTD 2.
- **Inspection Report:** 66 inspections performed (32 by Ryan and 34 by Jerome), YTD 401.
- Thanks to Jerome for providing back-up while Ryan was out of the office for the birth of his son, Benjamin.

#### C. David Curwen, Director of Golf of the Hawks Creek Golf Club

- **Golf Club Report:** 3804 rounds played, which was a 10-year record; \$151,401 in revenue; closed 1 day. 65 Preferred Player Members. Two events: 8/2 Texas Propane Gas Assoc with 80 players and 8/27-28 Texas Retired Military with 56 players. Aerification was conducted on 8/18. Range improvements are completed; range is now reopened.
- Big thanks to Sterling for his handling of the rain storm and downed trees over the weekend. He and the crew had the course open for business Monday morning. There was no damage to the range or bunkers.

#### D. Rhonda Hines, Librarian

- **Library Report:** Summer programs are over. Rhonda is proud of the success and participation level seen this year. Thanks to David and the Club staff for hosting the Star Party where the Astronomy Society brought different size telescopes. Attendees got to see the Space Station pass overhead. There are 228 current cardholders.

#### E. Roger Unger, City Administrator

- **Capital Projects/Infrastructure:** The City has reached an agreement with Fain Group to rework Tracyne, including an extended warranty. It will be wet-sanded to smooth out the surface. Cars parked on the street will be towed to the Municipal Complex parking lot, if needed. Letters and door notices will be provided to residents. CDBG project to replace sanitary sewers between Popken/Tracyne and Coleman/Tracyne, using pipe-bursting method is underway. Individual house taps will be cut. Sewer will be disconnected for a couple of hours at a time. Completion should take two weeks. The next CDBG project will be in 2016 [every other year per City]. The **next street project** will include Watters, Randolph, and Wells Circle. It will go out for bid next week. Roger expects to bring **next year's projects** to Council for discussion in the fall. Roger will suggest Lyle, Trigg, and Straley to complete interior streets. Smallwood is in good shape and both Twin and Sandy are private streets.
- **Budget/Disbursements:** Revenue projections are improving as Court revenues increased in August. Permit revenue is above projected. The last lot in the Hovnanian subdivision has been permitted. Auction of Fire Dept equipment is complete. Roger and Mayor Yeager commended Brandy Barrett for her work on this project. The Public Works team will clean out the building to house equipment.
- **Public Works Report:** Report is included in the packet. No discussion.

- **Fort Worth Fire Dept** is doing fine; there were two fire calls and two MVAs in July; nothing in August. Our Dispatch team will be able to provide better reports once the radios are reprogrammed and online. Roger would like one of the Fort Worth Battalion Chiefs to report to Council monthly.

#### 4. Committee Updates:

- A. **Finance Committee** – Steve Beckman, Chair – The Finance Committee met earlier this evening and voted to recommend approval of the proposed budget.
- B. **Library Committee** –Jill Patton, Chair – Nothing to report; intend to conduct meeting in September.
- C. **Ordinance Committee** –Mike Coleman, Chair – Committee is in process of reviewing several ordinances, which will be brought to Council for approval.
- D. **Vision Committee** – Steve Beckman, Chair – Nothing to report.

#### 5. Public Information

##### A. Communications:

- **McLain Newsletter – City Amenities** – Information included in packet.
- **McLain Newsletter – Water & Sewer Rates** – Information included in packet.
- Mayor Yeager stated his appreciation to Steve Beckman for stepping up as **Finance Chair**.
- Councilman Coleman announced the City has been awarded the **Federal TAP (Transportation Alternatives Program) Grant** to construct and enhance the trail system throughout the City. Westworth Village was selected as the number one project over all other cities in Tarrant County. Grant funds of \$1.7M represent 80% of the project costs, with the City funding the 20% or \$400K.

##### B. Announcements:

- **Annual Fall Clean-Up on Saturday, September 20<sup>th</sup>, 7am to 4pm, at the Municipal Complex.** City Secretary Carol Borges stated chemicals, large appliances, and computer equipment will not be accepted this time. This event is strictly for bulk trash.

- C. **Proclamation: National POW/MIA Recognition Day on September 19<sup>th</sup>** - Proclamation read aloud by Councilwoman Patton.

#### 6. Action Items:

##### A. Mayor Yeager

Discuss and/or take action with respect to **Joe Howell's request for rezoning from Office to Office with Planned Development (PD) Overlay (for a Wellness Institute).**

- Roger Unger stated the P&Z granted rezoning to PD. Commission Chair Melva Campbell stated the height restrictions placed on the development.
- **MOTION** made by Steve Beckman to **approve rezoning from Office to Office with Planned Development overlay with height restrictions not to exceed 35', two-story, for the building and 38' for the parking garage.** **SECOND** by Nick Encke. Motion passed unanimously, by a vote of 4 Ayes and 0 Nays.

**B. Mayor Yeager**

Discuss and take action with respect to **TRWD trail signage.**

- **MOTION** made by Mike Coleman to **allow TRWD to place trail signage outside, on Municipal Complex property, and inside the building lobby.** **SECOND** by Steve Beckman. **Motion passed unanimously, by a vote of 4 Ayes and 0 Nays.**

**C. Mayor Yeager**

Discuss and take action to **declare the 2008 Dodge Charger surplus equipment.**

- **MOTION** made by Jill Patton to **declare the 2008 Dodge Charger surplus equipment.** **SECOND** by Nick Encke. **Motion passed unanimously, by a vote of 4 Ayes and 0 Nays.**

**D. Mayor Yeager**

Discuss and take action to **approve the North Texas Library Consortium contract for calendar year 2015.** [This is an annual contract.]

- **MOTION** made by Steve Beckman to **approve the North Texas Library Consortium contract for calendar year 2015.** **SECOND** by Jill Patton. **Motion passed unanimously, by a vote of 4 Ayes and 0 Nays.**

**E. Mayor Yeager**

Discuss and take action to **renew the Consultant Agreement with Jerome Walton d/b/a CodePro Inspection Services, to perform the duties of Building Official, for a period of two years, effective October 1, 2014 through September 30, 2016.**

- **MOTION** made by Mike Coleman to **renew the CodePro contract as presented.** **SECOND** by Steve Beckman. **Motion passed unanimously, by a vote of 4 Ayes and 0 Nays.**

**F. Mayor Yeager**

Discuss and take action to **appoint Roger Unger as Voting Member, and Larry Briones as Alternate, to the Fort Worth Water & Wastewater Board Wholesale Customer Advisory Committees (WCAC), for the two year period beginning October 1, 2014 through September 30, 2016.** [These are renewal appointments.]

- **MOTION** made by Nick Encke to **appoint Roger Unger as Voting Member, and Larry Briones as Alternate, to the Fort Worth Water & Wastewater Board Wholesale Customer Advisory Committees (WCAC), for the two year period beginning October 1, 2014 through September 30, 2016.** **SECOND** by Jill Patton. **Motion passed unanimously, by a vote of 4 Ayes and 0 Nays.**

**G. Mayor Yeager**

Discuss and take action to **approve the Interlocal Agreement for Administrative Costs Funding for Section 5310 Program between the Fort Worth Transportation Authority and the City of Westworth Village, for the period October 1, 2014 to September 30, 2015.** [This is an annual contract.]

- **MOTION** made by Mike Coleman to **approve the Interlocal Agreement for Section 5310 as presented.** **SECOND** by Jill Patton. **Motion passed unanimously, by a vote of 4 Ayes and 0 Nays.**

#### H. Mayor Yeager

Discuss and take action to **approve the Communications System Agreement with the City of Fort Worth.**


- **MOTION** made by Steve Beckman to **approve the Communications Agreement as presented.** **SECOND** by Mike Coleman. **Motion passed unanimously**, by a vote of 4 Ayes and 0 Nays.

#### 7. Citizen Comments:

- **Mrs Nancy Tsivis** stated her appreciation to the Council for having the foresight to have our Police Dept ECA trained and certified. Her husband was the recent beneficiary of their training after sustaining a fall in their home. The first officer was on-scene within 30 seconds with MedStar following. Mr Tsivis has recovered.
- **Mrs Melva Campbell** requested the 5310 Program be re-announced in the monthly newsletter as a reminder to residents. She also thanked Officer Jeramey Miller and the new trainee for their support of the new teacher welcome program at Burton Hill Elementary.
- **Mr Monte Hannah** addressed Council to request the creation of a tree ordinance that will protect the mature and historical trees in the City. Mr Hannah discussed and provided pictures of trees on his property.

**ADJOURNED at 7:55pm by Mayor Yeager.**

#### MINUTES APPROVED BY:

 This, the 14<sup>th</sup> day of OCTOBER, 2014.  
Anthony Yeager, Mayor

#### SIGNATURE ATTESTED BY:

  
Carol Ann Borges, City Secretary

