



City of Westworth Village
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REGULAR CITY COUNCIL MEETING MINUTES

JULY 14, 2015

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	Mike Coleman
Council Member	Carlos Zavala
Council Member	Jill Patton
Council Member	Steve Beckman
City Administrator	Roger Unger
City Secretary	Carol Borges
Police Chief	Kevin Reaves
Dir of Cmty Devel	David Curwen
Parks & Golf Ops Spvrs	Sterling Naron
Code Enforcement	Ryan Studdard
Admin Assistant	Brandy Barrett
Librarian	Rhonda Hines
P&Z Commission Chair	Melva Campbell
P&Z Member	Al Dias

ABSENT: Council Member Nick Encke

GUESTS: Freese & Nichols Engineer Alex Garcia

PRE-COUNCIL SESSION omitted by Mayor Yeager.

MEETING CALLED TO ORDER at 7:35pm by Mayor Yeager.

INVOCATION offered by Roger Unger.

PLEDGE OF ALLEGIANCE led by Mayor Yeager.

PUBLIC HEARING #1 opened at 7:37pm.

Public hearing to receive input from the citizens of Westworth Village regarding the Adopted FY 2015-2016 CCPD Budget. [By law, the Council is required to hold this public hearing even though the CCPD held a public hearing before adopting the budget on June 9, 2015. The Council is required to approve or reject the budget, but cannot amend it. The Council will vote on the full budget, including CCPD, in September.]

- City Administrator Roger Unger stated the CCPD budget is stable with the same number of officers as the current year.
- No public comments were received.

PUBLIC HEARING #1 closed at 7:38pm.

PUBLIC HEARING #2 opened at 7:38pm.

Public hearing to receive input from the citizens of Westworth Village regarding the re-establishment of a Curfew Ordinance.

- This is renewal of the current ordinance as required by law. There have been no changes.
- No public comments were received.

PUBLIC HEARING #2 opened at 7:39pm.

REGULAR SESSION ITEMS:

1. Approval of the Agenda

MOTION to approve the Agenda: Steve Beckman. **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: Mike Coleman. **SECOND:** Carlos Zavala.

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 – June 9, 2015

B. Approval of June's Financial Reports:

- TexPool Report
- A/P Disbursements
- Monthly Variance

FUND BALANCES JUNE 2015	GENERAL	WATER	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HCGC
Monthly Revenue	\$406,753	\$95,113	\$0	\$36,330	\$15,080	\$3,262	\$196,077
Monthly Disbursement	\$173,430	\$24,866	\$377,250	\$26,339	\$0	\$0	\$129,949
Cash on Hand	\$314,132	\$462,081	\$1,297,449	\$67,655	\$986	\$145,190	\$613,926
TexPool	\$266,910	\$72,632	\$212,490	\$235	\$544,670	\$170,014	N/A
Money Market	\$750,000	\$500,000	N/A	N/A	\$400,000	\$1,750,000	N/A
CDARS Investment	\$403,035	\$248,465	N/A	N/A	N/A	\$277,851	N/A
CDARS Interest YTD	\$122	\$75	N/A	N/A	N/A	\$84	N/A

3. Staff Updates:

A. Kevin Reaves, Police Chief

- **Police Dept Report:** Priority 1 Calls 207; Priority 2 & 3 Calls 533; Self-Initiated Calls 1909; 911 Calls 269; Citations 334; Violations 453; Arrests 43; 760 Warrants have been cleared since January 1st.

B. Ryan Studdard, Code Enforcement

- **Code Enforcement Report:** 68 code violations; 0 citations.
- **Inspection Report:** 65 inspections performed – all by City staff.

C. Rhonda Hines, Librarian

- **Library Report:** The “Meet Our Heroes” event was a huge success, with Officer Miller, members of the Fort Worth Fire Dept, and Captain America in attendance. Thanks to Jill Patton for volunteering to help. Thirty-seven children and ten adults are enrolled in the summer reading program. Logs are due on 8/14. Library usage by other consortium members has increased.

D. Sterling Naron, Parks & Golf Operations Supervisor

- **Golf Club Report:** 3970 rounds played; \$191,371 in revenue; closed 2 days. 60 Preferred Player Members; back to monthly program. **Events:** TCU Faculty & Staff, Arlington Sr Men, Richardson Tournament, Apex Capital, NTPGA Jr Tour (cancelled due to weather), YPO Tournament, Golf Week Am Tour, Team Caroline Fundraiser. **Projects:** Aerification and trail site landscaping. Point-of-Sale program has been in place for a full year.

F. David Curwen, Community Development Director

- **Community Development Report:** David met with KCP Springs development team regarding installing **utility lines** for Raising Cane's and other projects. Reconstruction of **Wells Circle** is on schedule and set to be completed by the end of July. Waiting on TxDOT to approve the AFA to move forward with the **Trail Program** [TAP Grant].
- **Public Works Report:** One hundred (100) **service orders** were generated and one hundred (100) were completed in June. Seventeen (17) work order are pending. Repairs to a **sink hole** on Aton were completed as well as a **pothole** near L.A. Fitness. Investigation of the **Automatic Water Meter Read System** has produced three viable Cloud data management scenarios: (1) using the current meters with a radio read device, (2) replacing the meters with an exclusive reader system, or (3) using 4G Data to Cell technology. More information on latest technology, expected program life, and overall cost will be brought to Council.
- **Spring Clean-Up Report:** Six (6) roll-offs and two (2) trucks were filled. Thirty-five (35) households participated with some making several trips.
- **Presentation on GIS proposal [PPT]:** A Geographic Information System (GIS) is a program that stores, analyzes, integrates, and displays mapping data to improve functional use of topography, water line, and sewer line information. Currently, the Public Works team relies on outdated maps and a metal detector to find lines and valves, often with poor results. This program will improve efficiencies throughout the City – real estate development, Public Works, Police and Fire departments, as well as Records Mgmt. Reporting requirements would be added to new development and the Trail projects to provide appropriate mapping data to the City to be integrated into the system. City Administrator Roger Unger stated Water Dept reserves can be used to cover project costs.

G. Roger Unger, City Administrator

- **Capital Projects/Infrastructure:** Roger is very pleased with the street and utility reconstruction projects. David has transitioned to the Community Development position very well and is having a positive impact on staff.
- **TAP Grant Update:** No new information.
- **Budget/Disbursements:** Budget is tracking as expected. The Finance Committee is in the process of reviewing budget proposals for the FY 15-16 Budget.

4. Committee Updates:

- A. Finance Committee** – Steve Beckman, Chair – The Committee is deep into the FY 15-16 Budget review. Final review and presentation to Council in September, for approval and adoption.
- B. Library Committee** - Jill Patton, Chair – Summer program is going well. Needed repairs are pending staff scheduling. Reviewing volunteer program.
- C. Ordinance Committee** - Mike Coleman, Chair – Three (3) ordinances are on the agenda this evening.
- D. Vision Committee** - Steve Beckman, Chair – Nothing to report.

6. Public Information

A. **Communications:** Nothing to report.

B. **Announcements:** Nothing to report.

7. Action Items:

A. Mayor Yeager

Discuss and take action with respect to the **Final Plat & Site Plan for Raising Cane's Restaurant.**

- Both the final plat and site plan have been approved by the P&Z Commission. Roger recommended approval. The Raising Cane's team expects construction to begin by the end of July, with a grand opening on December 10th.
- **MOTION** made by Mike Coleman to **approve the Final Plat & Site Plan for Raising Cane's Restaurant.** **SECOND** by Steve Beckman. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

B. Mayor Yeager

Discuss and take action with respect to the **Preliminary Plat for PD-3, the i-Wellness Institute.**

- The property has been divided into two lots. The preliminary plat has been approved by the P&Z Commission. Final plat is expected in August.
- **MOTION** made by Steve Beckman to **approve the Preliminary Plat for PD-3, the i-Wellness Institute.** **SECOND** by Jill Patton. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

C. Mayor Yeager

Discuss and take action with respect to **implementing a GIS project.**

- Discussion regarding cost as presented earlier in the meeting continued. Roger stated the Council has three options tonight: 1) table the item to next month, 2) let the item 'die' for lack of motion, or 3) approve with a 'not to exceed' dollar amount.
- **MOTION** made by Mike Coleman to **approve implementation of the GIS project with costs not to exceed \$75,000 in FY 2015-2016 and \$18,000 per year thereafter.** **SECOND** by Steve Beckman. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

D. Mayor Yeager

Discuss and take action with respect to the **professional services contract with Freese & Nichols associated with the TAP Grant project.**

- Roger and F&N Engineer Alex Garcia addressed the Council. The contract will not be executed until TxDOT approves the final AFA. Mike Coleman stated the contract includes everything except materials testing and subsurface utility engineering. Alex Garcia verified that those items are already factored into the overall cost and therefore included. Freese & Nichols will manage this project from design through construction.
- **MOTION** made by Mike Coleman to **authorize Mayor Yeager to execute the professional services contract with Freese & Nichols associated with the TAP Grant project, contingent on approval of the AFA by TxDOT.** **SECOND** by Jill Patton. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

E. Mayor Yeager

Discuss and take action to **adopt Resolution No. 2015-05 adopting the Tarrant County Hazard Mitigation Action Plan as of June 2015.**

- Admin Assistant Brandy Barrett addressed the Council. The City must take action through a resolution to participate in the hazard mitigation plan in order to receive assistance should the need arise. This is a five-year program through the Federal Emergency Management Agency (FEMA). River Oaks has opted out of the program.
- **MOTION** made by Jill Patton to **adopt Resolution No. 2015-05 adopting the Tarrant County Hazard Mitigation Action Plan as of June 2015.** **SECOND** by Carlos Zavala. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

F. Mayor Yeager

Discuss and take action to **adopt Ordinance No. 373 re-establishing Article 8.02, of the Code of Ordinances, re-establishing a Curfew Ordinance.** [The existing ordinance must be reviewed and renewed “before the third anniversary of the date of adoption.” Texas LGC 370.002]

- **MOTION** made by Mike Coleman to **adopt Ordinance No. 373 re-establishing Article 8.02, of the Code of Ordinances, re-establishing a Curfew Ordinance.** **SECOND** by Steve Beckman. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

G. Mayor Yeager

Discuss and take action to **adopt Ordinance No. 374, amending Article 3.04 and Fee Schedule A3.002 of the Code of Ordinances relating to sub-standard buildings, amending the violations for certificate of occupancy revocation and re-inspection process, and the associated fee schedule.**

- Brandy Barrett stated the changes are basic housekeeping updates to accommodate after hours court processes and requested changes by the Prosecutor. Mike Coleman continued that changes cover electrical, mechanical, plumbing, and structural issues, as well as providing for Certificate of Occupancy (CO) revocation. Mike and Jill Patton held extensive committee discussions on the amendments.
- **MOTION** made by Mike Coleman to **adopt Ordinance No. 374, amending Article 3.04 and Fee Schedule A3.002 of the Code of Ordinances relating to sub-standard buildings, amending the violations for certificate of occupancy revocation and re-inspection process, and the associated fee schedule.** **SECOND** by Jill Patton. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

H. Discuss and take action to adopt Ordinance No. 375 adding Article 13.06 to the Code of Ordinances, establishing a system for securing the construction and financing of water and sewer improvements within the corporate limits of the City and its ETJ, providing for a pro-rata and oversizing cost reimbursements program, defining terms. Establishing procedures and responsibilities, providing this ordinance to be cumulative of all ordinances, providing a severability clauses, and effective date.

- Roger stated the ordinance will allow the City, or the EDC, to reach an agreement with a developer with respect to the installation of infrastructure. This item came about in order to provide services through the KCP Springs property for eminent development. Mike Coleman noted the City would retain oversight and approval authority over design and construction.
- **MOTION** made by Mike Coleman to **adopt Ordinance No. 375 adding Article 13.06 to the Code of Ordinances, establishing a system for securing the construction and financing of water and sewer improvements within the corporate limits of the City and its ETJ, providing for a pro-rata and oversizing cost reimbursements program, defining terms.**

Establishing procedures and responsibilities, providing this ordinance to be cumulative of all ordinances, providing a severability clauses, and effective date. SECOND by Steve Beckman. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

8. **Citizen Comments:** Mrs Melva Campbell thanked the Council for grounds-keeping and fence improvements to the cemetery adjacent to HCGC.

ADJOURNED at 8:40pm by Mayor Yeager.

MINUTES APPROVED BY:

 This, the 11th day of August, 2015.
Anthony Yeager, Mayor

SIGNATURE ATTESTED BY:


Carol Ann Borges, City Secretary

