



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 11, 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	Jill Patton
Council Member	Nick Encke
Council Member	Steve Beckman
City Administrator	Roger Unger
City Secretary	Carol Borges
Police Chief	Kevin Reaves
Director of Cmty Devel	David Curwen
Parks & Golf Ops Spvsr	Sterling Naron
Head Golf Pro	Tony Collins
Code Enforcement	Ryan Studdard
Administrative Assistant	Brandy Barrett
Librarian	Rhonda Hines
P&Z Commission Chair	Melva Campbell
City Attorney	Ashley Dierker

**ABSENT:** Council Member Carlos Zavala

**PRE-COUNCIL SESSION omitted by Mayor Yeager.**

**REGULAR COUNCIL MEETING CALLED TO ORDER at 7:15pm by Mayor Yeager.**

**INVOCATION offered by Roger Unger.**

**PLEDGE OF ALLEGIANCE led by Mayor Yeager**

**1. Approval of the Agenda**

**MOTION** to approve the Agenda: Jill Patton. **SECOND:** Nick Encke.

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

**3. Approval of the Consent Agenda:**

**MOTION** to approve the Consent Agenda: Mike Coleman. **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 – July 14, 2015

**B. Approval of July’s Financial Reports:**

- TexPool Report
- A/P Disbursements

**4. Recognition of Leo Patino’s retirement from HCGC after ten years of service.**

- Sterling Naron commended Leo for his loyal service to the Club for the last ten years. Leo is very special to the Hawks Creek staff.
- Mayor Yeager thanked Leo for his service to the City and congratulated him on his retirement. Mayor Yeager presented Leo with a retirement watch with the HCGC emblem on its face.
- Leo thanked everyone and for the blessing of working at the Club all these years. Leo has a lot of good memories. Pictures were taken with Leo, his family, the Mayor, and staff.

<b>FUND BALANCES JULY 2015</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>	\$134,613	\$96,362	\$0	\$37,891	\$81,613	\$3,368	\$188,251
<b>Monthly Disbursement</b>	\$324,915	\$116,255	\$40,705	\$40,730	\$617,794	\$3,277	\$248,837
<b>Cash on Hand</b>	\$256,243	\$444,142	\$1,265,209	\$73,465	\$326	\$145,571	\$274,217
<b>TexPool</b>	\$262,333	\$72,636	\$212,502	\$235	\$558,677	\$170,023	N/A
<b>Money Market</b>	\$750,000	\$500,000	N/A	N/A	\$400,000	\$1,750,000	N/A
<b>CDARS Investment</b>	\$402,959	\$248,465	N/A	N/A	N/A	\$277,799	N/A
<b>CDARS YTD Interest as of 06/30/15</b>	\$122	\$75	N/A	N/A	N/A	\$84	N/A

**5. Staff Updates:**

**A. Kevin Reaves, Police Chief**

- **Police Dept Report:** Priority 1 Calls 167; Priority 2 & 3 Calls 358; Self-Initiated Calls 1075; 911 Calls 237; Citations 264; Violations 372; Arrests 56; Warrants Cleared 140.
- Policies continue to be updated and implemented throughout the department. The Property & Evidence Room passed the recent audit with no deficiencies. Brandy was commended by the state auditor.

**B. Ryan Studdard, Code Enforcement**

- **Code Enforcement Report:** 90 code violations; 0 citations. Public education continues to prove effective in garnering cooperation and compliance from residents.
- **Inspection Report:** 47 inspections performed, all in-house.

**C. Rhonda Hines, Librarian**

- **Library Report:** We saw a bit less student participation this summer due to the school not providing recognition or reward. Rhonda will work with the new principal to improve participation next year.
- Volunteers are working on reorganizing fiction materials. A Boy Scout volunteered as part of his Eagle Project and a group of 14 FW LDS Youth Conference participants lent their time as well.
- The Navigator System through TSLAC is now available, providing free national inter-library loan services.

**D. Sterling Naron, Parks & Golf Operations Supervisor**

- **Golf Club Report:** 3734 rounds played; \$183,796 in revenue; closed 2 days; 60 Preferred Player Members. Events: FW-JGA, TX Legends Jr Tour, LaDanian Tomlinson's All Star Tournament, Physician golf outing, PAGA Nat'l Tournament (2 events). Projects: Deep Tine Aerification completed on 7/6, and will be done again on 8/3, and Core Aerification on 8/24.
- Mayor Yeager commended Sterling for his work on the HCGC budget.

**E. David Curwen, Community Development Director**

- **Community Development Report:** Staff is reviewing **Automatic Water Meter Read systems** from three companies. David, Sterling, and Joey will be attending the Texas Water Resources Institute Workshop on 8/27 to gather more information. The **GIS** contract with Freese & Nichols was executed on 7/31. Full schedule is included in the packet. Mobile application is expected to be live by the beginning of the next street project in January.
- **Public Works Report:** Ninety-four (94) Service Orders generated in July. The Hazardous Waste Program had limited use this year due to weather related rescheduling issues.

**F. Roger Unger, City Administrator**

- **Capital Projects/Infrastructure:** **Watters, Wells Cir, and Randolph** project is drawing to a close. Cuts to Burton Hill Road are being repaired. The McClendon team has performed well.
- **TAP Grant Update:** Roger received the final paperwork today to approve spending funds to begin the design phase. Preparation work will take over one year; the construction phase will take six to eight months after that.
- **Budget/Disbursements:** Finance Committee completed its review of the FY 15-16 Budget earlier this evening.

## 6. Committee Updates:

- A. **Finance Committee** – Steve Beckman, Chair – The Committee has approved the Proposed Fiscal Year 2015-2016 Budget and made the motion to recommend Council approval. The Public Hearing and agenda item for approval is scheduled for the next Council meeting on September 8<sup>th</sup>.
- B. **Library Committee** –Jill Patton, Chair – The Committee has met to review ongoing practices. Nothing new to report.
- C. **Ordinance Committee** –Mike Coleman, Chair – One small ordinance amendment is on the agenda tonight.
- D. **Vision Committee** – Steve Beckman, Chair – Nothing to report.

## 7. Public Information

### A. Communications:

- **Fort Worth Fire Department – FY 15-16 contract for services**
- **Jones Hassett Attorneys – cases closed**
- **NAS JRB Change of Command ceremony will be held on Friday, 8/14.**

B. **Announcements:** None.

## 8. Action Items:

### A. Mayor Yeager

Discuss and take action with respect to a **professional services contract with CalTech to upgrade computer servers throughout all municipal facilities (City Hall, PD, PW, HCGC, and Library).**

- Roger discussed aging servers and storage capacity required for PD video files necessitating improved computer infrastructure. Roger stated the combined cost of upgrading the servers and the phone system [next agenda item] is anticipated to be \$120K. He suggests spreading the cost over three years through a bank note. Cal-Tech is providing excellent support of systems throughout all departments.
- **MOTION** made by Mike Coleman to **approve a professional services contract with CalTech to upgrade computer servers throughout all municipal facilities at an amount not to exceed \$60,000.** **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 a **professional services contract with CalTech to upgrade the phone system throughout all municipal facilities (City Hall, PD, PW, HCGC, and Library).**

- Roger stated the age and limited functionality of the City's phone system has made the system obsolete. Upgrades will provide improved performance as well as allowing all city cell phones to be identified by their office numbers, therefore protecting employee privacy.

- **MOTION** made by Jill Patton to **approve a professional services contract with CalTech to upgrade the phone system throughout all municipal facilities at an amount not to exceed \$60,000. SECOND** by Nick Encke. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

#### **C. Mayor Yeager**

Discuss and take action with respect to **selecting a joint street reconstruction project with Tarrant County**. [Council is asked to select a project, approve financing, and authorize Mayor Yeager to execute an Interlocal Agreement with Tarrant County.]

- David Curwen explained the joint project provides for the City to pay for materials and Tarrant County to provide the labor. A project needs to be identified and submitted to the County by September 1<sup>st</sup>. The City had budgeted \$50K for both Pecan and Sky Acres; however, Sky Acres may have storm sewer issues. David recommends resurfacing Pecan Drive with asphalt with the White Settlement Road approach done in concrete.
- **MOTION** made by Steve Beckman to **select resurfacing Pecan Drive in asphalt as the joint street reconstruction project with Tarrant County at an amount not to exceed \$32,000. 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 FY 2015-2016 extension to the Interlocal Agreement with Fort Worth for Household Hazardous Waste Collection**. [This is an annual renewal.]

- **MOTION** made by Nick Encke to **approve the FY 2015-2016 extension to the Interlocal Agreement with Fort Worth for Household Hazardous Waste Collection. SECOND** by Jill Patton. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

#### **E. Mayor Yeager**

Discuss and take action to **approve the North Texas Library Consortium contract for calendar year 2016**. [This is an annual contract.]

- **MOTION** made by Jill Patton to **approve the North Texas Library Consortium contract for calendar year 2016. SECOND** by Steve Beckman. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

#### **F. Mayor Yeager**

Discuss and take action to **adopt Ordinance No. 376, amending the permit requirements by adding an inspection process and penalty for not closing an issued permit; providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; providing for a penalty for violations; providing for publication; providing a savings clause; and providing an effective date**.

- Mike Coleman stated the current ordinance does not provide for recourse if an applicant does not complete and/or close a permit application. This update provides for closing permits and appropriate inspection.
- **MOTION** made by Mike Coleman to **approve adopt Ordinance No. 376 as presented. SECOND** by Steve Beckman. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

**H. Mayor Yeager**

Discuss and take action to **pass Resolution No. 2015-06, appointing Directors to the Westworth Redevelopment Authority Board.**

- Member term expires 09/01/16: Melva Campbell, Jill Patton, Mike Coleman, and Sarah Deering.
- Member term to renew until 09/01/17: Melissa Huffman, Nick Encke, and Steve Beckman.
- **MOTION** made by Jill Patton to **pass Resolution No. 2015-06, appointing Directors to the Westworth Redevelopment Authority Board as listed. SECOND** by Steve Beckman. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays

**I. Mayor Yeager**

Discuss and take action to **pass Resolution No. 2015-07, appointing Directors to the Crime Control Prevention District Board.**

- Member term expires 09/01/16: Melva Campbell, George Richaud, and Tiffany Aller.
- Member term to renew until 09/01/17: Nick Encke, Jill Patton, Patricia Stack, and Jim Norris.
- **MOTION** made by Nick Encke to **pass Resolution No. 2015-07, appointing Directors to the Crime Control & Prevention District Board as listed. SECOND** by Steve Beckman. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays

**9. Citizen Comments:**

- Mrs Melva Campbell announced the annual Teacher Welcome will be held on Wednesday, 8/16, at 10am. Police Officers will be in attendance, HC Apts will furnish the cake, and the Lions Club will provide gift bags.

**ADJOURNED at 8:06pm by Mayor Yeager.**

**MINUTES APPROVED BY:**

  
\_\_\_\_\_  
**Anthony Yeager, Mayor**

This, the 8<sup>th</sup> day of SEPTEMBER, 2015.

**SIGNATURE ATTESTED BY:**

  
\_\_\_\_\_  
**Carol Ann Borges, City Secretary**

