



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

MARCH 14, 2017
PRE-COUNCIL SESSION: 6:45 PM
REGULAR SESSION: 7:00 PM

MUNICIPAL COMPLEX
COUNCIL CHAMBERS
311 BURTON HILL ROAD

ATTENDEES:

Mayor	Michael Coleman
Mayor Pro-Tem	Steve Beckman
Council Member	Jill Patton
Council Member	Nick Encke
Council Member	Dan Novak
City Administrator	Roger Unger
Acting City Secretary	Brandy Barrett
Police Chief	Kevin Reaves
Dir of Cmty Devel	David Curwen
Deputy City Administrator	Sterling Naron
Head Golf Pro	Tony Collins
Building Official	Nader Jeri
Librarian	Rhonda Hines
Deputy City Secretary	Charity Holman
P&Z Commission Chair	Melva Campbell
City Attorney	Ashley Dierker

ABSENT: Council Member Carlos Zavala

PRE-COUNCIL SESSION –
 No Pre-council session was held.

BOARD MEMBER INTERVIEWS

The council called the following committee applicants to the podium to explain why they wanted to serve the community, and on which committee they wanted to serve:

- John Hendrix would like to serve on the P&Z and CCPD, he has been a resident since 1968 and would like the city to be like it was 20 years ago. He stated he understands progress is coming and is here, he wants to make it fair for everyone.
- Riley Preveto would like to serve on the P&Z and WRA, he has lived here approximately 10 years and likes the growth and prosperity that the city is experiencing. He is retired with a background serving small towns in banking and real estate and like to use his skills in a volunteer capacity.
- Melissa Huffman was not in attendance at the meeting.

REGULAR COUNCIL MEETING CALLED TO ORDER at 7:00pm by Mayor Coleman.

INVOCATION offered by Roger Unger.

PLEDGE OF ALLEGIANCE led by Mayor Coleman.

EXECUTIVE SESSION CALLED at 7:09pm by Mayor Coleman, with the Mayor, present Council Members, Roger Unger, Ashley Dierker, and Sterling Naron in attendance.

- 1. Section 551.071 – Consultation with Attorney pursuant to Texas Government Code Section 551.071 – Receive legal advice from the City Attorney concerning personnel matters in which the duty of the City Attorney to the City’s governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of Texas Government Code.**
- 2. Section 551.074 – Personnel Matters pursuant to Texas Government Code Section 551.074 – Discuss the position of City Secretary.**
- 3. Section 551.071 – Consultation with Attorney pursuant to Texas Government Code Section 551.071 – Discuss the pending litigation.**
- 4. Section 551.074 – Personnel Matters pursuant to Texas Government Code Section 551.074 – Discuss nomination of Mayor Pro-Tem and appointments to the Planning and Zoning Commission.**

RECONVENED into Regular Session at 7:35pm.

EXECUTIVE SESSION ACTION ITEMS:

A. Mayor Coleman

- 1. MOTION to accept the written resignation of Holly Owens as the City Secretary.**
 - **MADE BY:** Steve Beckman. **SECOND:** Nick Encke.
 - **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.
- 2. MOTION to appoint Brandy Barrett as Acting City Secretary, effective immediately.**
 - **MADE BY:** Jill Patton. **SECOND:** Dan Novak.
 - **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.
- 3. MOTION to appoint Riley Peveto for an unexpired term, ending May, 2017 and John Hendrix for an unexpired term, ending May, 2018, to the Planning and Zoning Commission, to fill the positions vacated by Al Diaz and Jeanette Jones.**
 - **MADE BY:** Dan Novak. **SECOND:** Steve Beckman.
 - **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.
- 4. MOTION to appoint Steve Beckman as Mayor Pro-Tem.**
 - **MADE BY:** Nick Encke. **SECOND:** Jill Patton.
 - **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

OPEN PUBLIC HEARING at 7:40 by Mayor Coleman.

1. Discuss the **Re-Plat of Crossroads Townhomes; Lots 1-9, Block 1. Property located at 5800 block of White Settlement Road, Westworth Village, Texas.** (*Approved for re-plat at the Planning and Zoning Commission Meeting on February 28, 2017.*)
 - No citizen comments

CLOSE PUBLIC HEARING at 7:42 by Mayor Coleman.

1. **MOTION to approve the Agenda**
 - **MADE BY:** Steve Beckman. **SECOND:** Nick Encke.
 - **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.
2. **MOTION to approve the Consent Agenda:**
 - **MADE BY:** Jill Patton. **SECOND:** Dan Novak.
 - **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 – February 14, 2017

B. Approval of February's Financial Reports:

- TexPool Report
- A/P Disbursements
- Variance Report

FUND BALANCES FEBRUARY 2017	GENERAL	WATER	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HCGC
Monthly Revenue	\$494,725	\$91,987	\$1,324	\$55,030	\$215,890	\$0.00	\$110,421
Monthly Disbursement	\$216,883	\$70,790	\$3,750	\$30,907	\$0.00	\$74,874	\$116,280
Cash on Hand	\$94,231	\$73,819	\$19,156	\$182,803	\$102,823	\$91,879	\$8,619
TexPool	\$540,342	\$229,536	\$58,214	\$234	\$295,545	\$176,592	N/A
Money Market	\$350,000	\$500,000	N/A	N/A	\$360,000	\$1,675,000	N/A

3. Staff Updates:

A. Kevin Reaves, Police Chief

- **Police Department Report:** 1834 CFS, including 216 - 911 calls, and 137 Priority One calls. This is a 25% increase in calls from this time last year. 342 traffic stops resulting in 336 violations and 175 written warnings. 34 arrests. 137 warrants were cleared via a joint effort by the Court and Police Department in the annual Tarrant County Warrant Roundup.

B. Nader Jeri, Building Official

- **Code Enforcement Report:** 57 Code Warnings/1 Citation compared to 89/0 this same time last year.
- **Inspection Report:** 93 Inspections, compared to 44 this same time last year.
- Starbucks is scheduled to have its grand opening on April 3, from 4:00 to 6:00pm.

C. Rhonda Hines, Librarian

- **Library Report:** Family art day was a success, with 14 attendees.
- Patron visits this month total 286, compared to 176 this month last year.

D. Tony Collins, Parks & Golf Operations Supervisor

- **Golf Club Report:** 2817 rounds, \$97K revenue, 53 Preferred Players. The course was closed 1.5 days due to weather, and Range Revenue continues to be positive.
- **Maintenance crew:** The crew is transitioning from Winter task to Summer tasks, things are being fertilized and the course is looking great.

E. David Curwen, Director of Community Development

- **Community Development Report:** Casstevens Drive should be completed by the middle of March; staking has begun on Roaring Springs for the Trail System project; and Westworth Falls has poured concrete roads and placed a trailer on the site. The following are on the agenda tonight: Alleyway development; Magnolia West Project; Crossroad Townhomes replat; and Braum's site plan.

F. Joseph Alvarez, Public Works Supervisor

- **Public Works Report:** 113 Service Orders were processed by the department; 47 new AMA endpoints were installed and the majority of the month was spent cleaning sewer lines in preparation for the annual sewer testing by the City of Fort Worth.

G. Roger Unger, City Administrator

- Fort Capital has 10 tear down and rebuilt contracts pending, therefore to keep up with the pace of redevelopment the Certificate of Obligation (CO) amount will be increased to expedite the pace of the alleyway project. In addition, funds can be expended prior to the execution of the resolution, provided they are appropriately tracked, unless directed otherwise, the buildings security camera and door systems, which are part of the CO are going to be authorized to begin immediately.
- Trail System is being held up by the State for environmental studies and engineering reviews; should be out to bid in May, anticipate ground breaking in mid-July. Once started is should be finalized in 8-10 months, depending on weather.

4. Committee Updates:

- A. **Finance Committee** – Steve Beckman, Chair – Finance committee meeting scheduled for April 11 at 6:00pm. The staff is diligently working on the preparing next year’s budgets for review, starting with CCPD and upcoming Bond Review.
- B. **Library Committee** –Jill Patton, Chair – Nothing to report.
- C. **Ordinance Committee** – Dan Novak, Chair – Ordinances have been reviewed and are on the agenda tonight.
- D. **Vision Committee** – Steve Beckman, Chair – Nothing to report

5. Public Information/Announcements – Brandy Barrett, Acting City Secretary

- 1. Town Hall meeting dates
 - March 23, 2017, 5:00 to 8:00 pm
 - April 22, 2017, 1:00 to 4:00 pm
- 2. WRA meeting date
 - March 21, 2017, 6:00 pm
- 3. ZBA meeting date
 - March 28, 2017, 6:00 pm
- 4. Community Center Survey, due March 15, 2017 by 5:00 pm

6. Action Items:

- A. Discuss and take action on Ordinance 406, an ordinance of the City of Westworth Village replacing Section 14.4.25 of the City of Westworth Village Code of Ordinances. *(This ordinance will lessen the fencing restrictions between adjoining private property owners in residential areas.)*

MOTION to approve Ordinance 406, an ordinance of the City of Westworth Village replacing Section 14.4.25 of the City of Westworth Village Code of Ordinances.

- **MADE BY:** Dan Novak. **SECOND:** Jill Patton.
- **DISCUSSION:** Brandy Barrett, reviewed the changes to the ordinance, including allowing residents to determine between themselves on which side the post and rails of a fence are placed, it includes removing the double fencing restriction. John & Sharon Hendrix (Tracyne) and Margaret Worthington (Tracyne) each expressed concern about removing the double fencing restriction.

MOTION to withdraw the original motion and send the Ordinance back for further review.

- **MADE BY:** Dan Novak. **SECOND:** Nick Encke.
- **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

- B. Discuss and take action on the Re-Plat of Crossroads Townhomes; Lots 1-9, Block 1. Property located at 5800 block of White Settlement Road, Westworth Village, Texas. *(Approved for re-plat at the Planning and Zoning Commission Meeting on February 28, 2017.)*

MOTION to approve the Re-Plat of Crossroads Townhomes; Lots 1-9, Block 1. Property located at 5800 block of White Settlement Road, Westworth Village, Texas.

- **MADE BY:** Steve Beckman. **SECOND:** Nick Encke.
- **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

- C. Discuss and take action on Resolution No. 2017-08, authorizing the Mayor to purchase the Library with a Quitclaim Deed not to exceed \$55,512.00, known as Parcel 1 of Kings Branch Housing of Carswell AFB, Fort Worth, Texas and located at 101 Seymour Avenue, Westworth Village, Tarrant County, Texas.

Motion to approve Resolution No. 2017-08, authorizing the Mayor to take all action necessary to acquire fee simple ownership of the Library property and fund the agreed to abrogation amount, not to exceed \$55,512.00, known as Parcel 1 of Kings Branch Housing of Carswell AFB, Fort Worth, Texas and located at 101 Seymour Avenue, Westworth Village, Tarrant County, Texas.

- **MADE BY:** Jill Patton. **SECOND:** Steve Beckman.
 - **DISCUSSION:** Roger Unger explained that if the General Obligation Bond is voted in at the election the library would be placed in a portable building until construction is complete. However, if the General Obligation Bond fails at the election, the library would be moved to a portable building at the proposed building location.
 - **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.
- D. Discuss and take action to authorize the Mayor to enter into an Agreement for Professional Services with Freese and Nichols, Inc., for the Project described as “Seymour Lane Improvements”.
- MOTION to authorize the Mayor to enter into an Agreement for Professional Services with Freese and Nichols, Inc., for the Project described as “Seymour Lane Improvements”.**
- **MADE BY:** Nick Encke. **SECOND:** Dan Novak.
 - **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.
- E. Discuss and take action on Ordinance 405-A, an amendment to the Planned Development No. 7, Magnolia West. *(This item was approved by City Council on February 14, 2017. The amendments include setback changes.)*
- MOTION to (approve/deny) Ordinance 405-A, an amendment to the Planned Development No. 7, Magnolia West.**
- **MADE BY:** Steve Beckman. **SECOND:** Jill Patton.
 - **DISCUSSION:** Roger Unger noted that there would be one more amendment to this Ordinance upon the completion of the sale of the library.
 - **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.
- F. Discuss and take action on the Site Plan for Braum’s Ice Cream and Dairy Store located on Westworth Blvd., Westworth Village, Tarrant County, Texas; Westworth Village Plaza; Lot 4, Block 1. *(This item was approved at Planning and Zoning on February 28, 2017. This item will be going to ZBA on March 28, 2017.)*
- MOTION to approve the Site Plan for Braum’s Ice Cream and Dairy Store located on Westworth Blvd., Westworth Village, Tarrant County, Texas; Westworth Village Plaza; Lot 4, Block 1, contingent upon meeting the landscape requirements or upon approval of a granted landscape variance by the Zoning Board of Adjustment, and the inclusion of an 8-foot stockade fence on the back-property line and pedestrian sidewalk in the front.**
- **MADE BY:** Steve Beckman. **SECOND:** Nick Encke.
 - **DISCUSSION:** Mayor Coleman noted that this item had been discussed at length at the Council Workshop. It was further noted that the addition of the sidewalk sets the standard for requiring future developments to connect. Mayor Coleman called for citizen comments:

- Zareen Kahn (Fairway Drive) expressed concern about her property value being next to a commercial development
 - Julia Battenmore (Fairway Drive) stated she believes that K-Hovnanian “over-sold” the green space, she continued by expressing her gratitude for the Police Department to a call at her home and liked the small-town charm of Westworth Village.
- **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

G. Discuss and take action on Resolution No. 2017-06, a resolution appointing the Board of Directors of the Westworth Village Crime Control and Prevention District. The reappointment of Melva Campbell and Tiffany Aller and appointment of Melissa Huffman and John Hendrix for a term that will expire September 1, 2018. Other Board members include: Nick Encke, Jill Patton, and Jim Norris; with terms ending September 1, 2017.

MOTION to approve Resolution No. 2017-06 reappointing Melva Campbell and Tiffany Aller, and appointing Melissa Huffman and John Hendrix to the Board of Directors of the Westworth Village CCPD for a term that will expire September 1, 2018.

- **MADE BY:** Jill Patton. **SECOND:** Nick Encke.
- **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

H. Discuss and take action on Resolution No. 2017-07, a resolution appointing the Board of Directors of the Westworth Redevelopment Authority. The reappointment of Melva Campbell, and appointment of Dan Novak, and Riley Peveto for a term that will expire September 1, 2018. Other Board members include: Melissa Huffman, Nick Encke, and Steve Beckman with terms ending September 1, 2017.

MOTION to approve Resolution No. 2017-07 reappointing Melva Campbell and Jill Patton, and appointing Dan Novak, and Riley Peveto to the Westworth Redevelopment Authority Board of Directors for a term that will expire September 1, 2018.

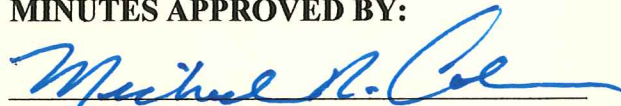
- **MADE BY:** Nick Encke. **SECOND:** Steve Beckman.
- **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.

7. Citizen Comments:

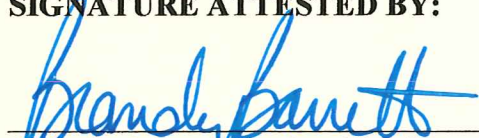
- **Paul Wagner (Watters Place)**, requested a more robust recycling program, including larger recycling carts. In addition, he would like an article in the newsletter about litter abatement, encouraging residents to pick up trash on their property and along SH183.
- **Melva Campbell (Smallwood)**, would like the newsletter to remind everyone not to sweep lawn clippings into the street.

ADJOURNED at 9:11pm by Mayor Coleman.

MINUTES APPROVED BY:


 Michael R. Coleman, Mayor

SIGNATURE ATTESTED BY:


 Brandy Barrett, Acting City Secretary

