



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

APRIL 11, 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 | Carlos Zavala |
| Council Member | Nick Encke |
| Council Member | Dan Novak |
| Acting City Secretary | Brandy Barrett |
| Police Chief | Kevin Reaves |
| Deputy City Administrator | Sterling Naron |
| Head Golf Pro | Tony Collins |
| Building Official | Nader Jeri |
| Librarian | Rhonda Hines |
| Public Works Supervisor | Joseph Alvarez |
| P&Z Commission Chair | Melva Campbell |
| City Attorney | Ashley Dierker |

ABSENT:

| | |
|--------------------|--------------|
| Dir of Cmty Dev | David Curwen |
| City Administrator | Roger Unger |

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

INVOCATION offered by Sterling Naron.

PLEDGE OF ALLEGIANCE led by Mayor Coleman.

Mayor Coleman requested that the Council recognize Josh Kercho, with Kimley Horn regarding Action Item H on the Agenda, due to previous travel commitments. Mayor Coleman requested that any questions the Council had for Mr. Kercho be addressed at this time.

- H.** Discuss and take action to authorize the Mayor to accept Amendment No. 1 of the Alleyway Improvements, Phase I Design - Professional Services Contract with Kimley Horn and Associates, adding additional services for the design of the second phase of an alleyway paving project bound by Holloway Street and Dennis Avenue on the north and south and Seymour Avenue and Roaring Springs

to the west and Tanny Street to the east. (Original contract approved at the February 14, 2017 meeting.)

- Sterling Naron reported that the original contract was previously signed and this is an amendment to expedite the remaining alleys, due to the concerns brought up in the previous Town Hall Meeting.
- Mr. Kercho answered questions regarding the timing of the project and was thanked for his time.

1. MOTION to approve the Agenda

- **MADE BY:** Steve Beckman. **SECOND:** Nick Encke.
- **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

2. MOTION to approve the Consent Agenda

- **MADE BY:** Dan Novak. **SECOND:** Jill Patton.
- **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 – 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 | \$221,652 | \$87,012 | \$6,095 | \$36,317 | \$14,392 | N/A | \$190,079 |
| Monthly Disbursement | \$248,666 | \$99,185 | \$87,049 | \$37,723 | N/A | \$2,012 | \$159,021 |
| Cash on Hand | \$344,196 | \$108,125 | \$16,919 | \$93,623 | \$102,824 | \$95,800 | \$67,672 |
| TexPool | \$438,122 | \$229,632 | \$58,239 | \$235 | \$408,703 | \$176,665 | 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:** 2054 CFS, including 324 - 911 calls, and 151 Priority-One calls. This is a 34% increase in calls from this time last year. 488 traffic stops resulting in 435 violations and 321 written warnings. 40 arrests. 163 warrants were cleared via Police Departments and Court actions.
- **Life Saving Awards:** Life Saving Awards were given to Officer J. D. Lee and Officer Jeremy Miller.

- **National Telecommunicator Week Proclamation:** Jill Patton read the National Telecommunicator Week Proclamation and Samantha Milligan, Elizabeth Wheeler, Cindy Black, Clay Paris and Breanna Wilson were recognized for their dedicated service to the community.

B. Nader Jeri, Building Official

- **Code Enforcement Report:** 41 Code Warnings / 0 Citation compared to 0/0 this same time last year.
- **Inspection Report:** 88 Inspections, compared to 51 this same time last year.

C. Rhonda Hines, Librarian

- **Library Report:** Veterans Resources Day was a success; 11 attendees, and 3 service providers.
- Patron visits this month total 278, compared to 197 this month last year.
- Rhonda announced her resignation to the council, she will be relocating with her family to Oklahoma. She was thanked for her hard work and dedication to the City.

D. Tony Collins, Parks & Golf Operations Supervisor

- **Golf Club Report:** 3514 rounds, \$185K revenue, 56 Preferred Players. The course was closed 0 days due to weather, and Range Revenue continues to be positive.
- **School Participation:** We currently have 3 Public schools and 1 Private school who utilize our course for their High School and Middle School teams.

E. Joseph Alvarez, Public Works Supervisor

- **Community Development Report:** Several council action items are on the Agenda, including the Alleyway project contract amendment, PD-6 and PD-4.
- **Public Works Report:** 177 Service Orders were processed by the department; 94 new AMA endpoints were installed.

F. Sterling Naron, Deputy City Administrator

- **Certificate of Obligation:** Sterling recapped his presentation from the Finance Committee regarding the CO.

G. Roger Unger, City Administrator

- No report given

4. Committee Updates:

- A. Finance Committee – Steve Beckman, Chair –** Finance committee met at 6:00pm today. Budget reviews took place for the General Fund Revenue, Administration, Facilities, Fire Protection and Prevention Service and Court; next month we will be reviewing Water, Streets, Debt Service and Capital Improvements. The goal is to have all the budgets reviewed by August and submitted for council approval no later than the September meeting.

B. Library Committee –Jill Patton, Chair – no additional information to add to Rhonda’s report.

C. Ordinance Committee – Dan Novak, Chair – Nothing to report, the ordinances on your agenda have been reviewed by Planning and Zoning or have been recommended by the City Attorney.

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

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

A. Announcements:

1. Proclamation – April 19, 2017, Sam Levissee Day in honor of his 100th Birthday, Mayor Coleman read the Proclamation that will be presented to Mr. Levissee on April 19th.
2. SH 183 Corridor Master Plan (Trinity River to I-30)
 - April 20, 2017 at 6:00pm at the Westworth Village Community Room
3. Airfield Falls Opens to the Public
 - April 22, 2017 at noon
4. Town Hall meeting date
 - April 22, 2017, 1:00 to 4:00 pm
5. Upcoming Council and Committee Meetings
 - May 9, 2017 6:00 pm Finance Committee
 - May 9, 2017 7:00 pm Regular Council Meeting
 - May 16, 2017 6:00 pm Planning and Zoning Committee

6. Action Items:

A. Discuss and take action to appoint Sterling Naron, to replace Roger Unger, to represent the City of Westworth Village as the voting member of the NAS Fort Worth, JRB Regional Coordination Committee.

MOTION to appoint Sterling Naron, replacing Roger Unger, to represent the City of Westworth Village, as the voting member of the NAS Fort Worth, JRB Regional Coordination Committee.

- **MADE BY:** Carlos Zavala. **SECOND:** Dan Novak.
- **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

B. 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; approved by Planning and Zoning on April 4, 2017)*

MOTION to approve Ordinance 406, replacing Section 14.4.25, Fences in Residential Areas.

- **MADE BY:** Dan Novak. **SECOND:** Jill Patton.
- **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

- C. Discuss and take action on Ordinance 407, an ordinance of the City of Westworth Village replacing Section 13.02.094, Connection and Impact Fees, of the City of Westworth Village Code of Ordinances to provide for Fort Worth System access fees, also known as impact fees, for water and wastewater.
MOTION to approve Ordinance 407, replacing Section 13.02.094, Connection and Impact Fees.
- **MADE BY:** Steve Beckman. **SECOND:** Carlos Zavala.
 - **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.
- D. Discuss and take action on the Ordinance 408, an ordinance of the City of Westworth Village moving Driveway Standards out of Chapter 14, Zoning into Chapter 12, Traffic and Vehicles. *(Action authorized by Planning and Zoning on April 4, 2017.)*
MOTION to approve Ordinance 408, moving Driveway Standards out of Chapter 14, Zoning into Chapter 12, Traffic and Vehicles.
- **MADE BY:** Nick Encke. **SECOND:** Dan Novak.
 - **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.
- E. Discuss and take action on the amendments to Ordinance #392-A, Planned Development #6 (PD-6), Final Plat of CROSSROADS TOWNHOMES, 5900 BLOCK WHITE SETTLEMENT ROAD, LOTS 1-8 & HOA LOT BLOCK 1, BEING 1.076 ACRES SITUATED IN THE CORNELIUS CONNELLY SURVEY ABSTRACT NO. 319, CITY OF WESTWORTH VILLAGE, TARRANT COUNTY, TEXAS. *(Approved by Planning and Zoning on April 4, 2017.)*
MOTION to approve Ordinance #392-A, Planned Development #6 (PD-6), regarding Crossroads Townhomes.
- **MADE BY:** Jill Patton. **SECOND:** Dan Novak.
 - **DISCUSSION:** Discussion took place about a 100% masonry expectation, versus the 80% as currently written in the ordinance. The onsite representative Michael Dikes stated that 100% would not be an issue, except for dormers and bay windows.
- MODIFIED MOTION to approve Ordinance #392-A, Planned Development #6 (PD-6), regarding Crossroads Townhomes, with the modification that it will be 100% masonry except for dormers and bay windows.**
- **MADE BY:** Jill Patton. **SECOND:** Dan Novak.
 - **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.
- F. Discuss and take action on the amendments to Ordinance #380-A, Planned Development #4 (PD-4) known as WESTWORTH FALLS, LOTS 1-18, BLOCK B; LOTS 1-20 BLOCK C; LOTS 1-7, BLOCK D; LOTS 1-6, BLOCK E; LOTS 1-18, BLOCK F; LOTS 1R,2R, 3-8 BLOCK G; AND OPEN SPACES OS1R-OS6R WESTWORTH FALLS BEING 27.875 ACRES SITUATED IN THE CORNELIUS CONNELLY SURVEY, ABSTRACT 319 CITY OF WESTWORTH VILLAGE, TARRANT COUNTY, TEXAS. *(Approved by Planning and Zoning on April 4, 2017)*
MOTION to approve Ordinance #380-A, Planned Development #4 regarding Westworth Falls.
- **MADE BY:** Carlos Zavala. **SECOND:** Steve Beckman.
 - **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

- G. Discuss and take action on Resolution 2017-08 directing publication of notice of intention to issue combination Tax and Revenue Certificates of Obligation.
MOTION to approve Resolution 2017-08 directing publication of notice of intention to issue combination Tax and Revenue Certificates of Obligation.
- **MADE BY:** Steve Beckman. **SECOND:** Jill Patton.
 - **DISCUSSION:** Brandy Barrett explained that this is a required step in the Certificate of Obligation process.
 - **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.
- H. Discuss and take action to authorize the Mayor to accept Amendment No. 1 of the Alleyway Improvements, Phase I Design - Professional Services Contract with Kimley Horn and Associates, adding additional services for the design of the second phase of an alleyway paving project bound by Holloway Street and Dennis Avenue on the north and south and Seymour Avenue and Roaring Springs to the west and Tanny Street to the east. (*Original contract approved at the February 14, 2017 meeting.*)
MOTION to authorize the Mayor to accept Amendment No. 1 of the Alleyway Improvements Phase I Design – Professional Services Contract with Kimley Horn and Associates, at a cost not to exceed \$105,360 dollars.
- **MADE BY:** Steve Beckman. **SECOND:** Dan Novak.
 - **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.
- I. Review the FY 2017-2018 Preliminary Budget for General Fund Revenue, Administration, Facilities, Fire Protection and Prevention Services and Court.
- Sterling Naron provided a brief recap of the budgets that were presented at the Finance Committee meeting.
 - No action required

EXECUTIVE SESSION CALLED at 8:25 pm by Mayor Coleman, with the Mayor, present Council Members, Brandy Barrett, Ashley Dierker, and Sterling Naron in attendance.

1. **Section 551.074 – Personnel Matters pursuant to Texas Government Code Section 551.074 – Discuss the position of City Administrator.**

RECONVENED into Regular Session at 8:31pm.

EXECUTIVE SESSION ACTION ITEMS:

A. Mayor Coleman


1. **MOTION appoint Sterling Naron as City Administrator, effective August 8, 2017, to replace Roger Unger.**
 - **MADE BY:** Dan Novak. **SECOND:** Steve Beckman.
 - **DISCUSSION:** Mayor Coleman expressed how pleased he was with the selection of Sterling to be the new City Administrator and is confident that he will do an excellent job.
 - **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

7. Citizen Comments:

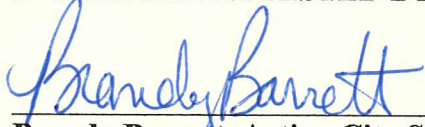
- **Melva Campbell (Smallwood):** Thanked Brandy Barrett and Sterling Naron for their expertise and assistance prior the Planning and Zoning Committee. She felt very well prepared and the information provided to the Committee was well received and beneficial. In addition, she would like the Golf Course renovations to be approved and is excited there might be a bus stop in the Village for the Base personnel to use. Finally, she invited everyone to attend the joint Easter Sunday Service at 7:00 am.

ADJOURNED at 8:35pm by Mayor Coleman.

MINUTES APPROVED BY:


Michael R. Coleman, Mayor

SIGNATURE ATTESTED BY:


Brandy Barrett, Acting City Secretary

