



City of Westworth Village
311 Burton Hill Road • Westworth Village, TX 76114
817.710.2500 • Fax 817.710.2501

REGULAR CITY COUNCIL MEETING MINUTES

JUNE 13, 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	Carlos Zavala
Council Member	Nick Encke
Council Member	Dan Novak
Dir of Cmty Dev	David Curwen
City Administrator	Roger Unger
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:

PRE-COUNCIL SESSION:

No pre-council session was held.

INVOCATION offered by Pastor Colley of Burton Hill Baptist Church.

PLEDGE OF ALLEGIANCE led by Mayor Coleman.

Mayor Coleman acknowledge Councilman Encke:

Councilman Encke stated that he was not feeling well and he understood there was an action item, 6A - Ordinance 412, that required a super majority vote. Therefore, he moved that the agenda be adjusted to immediately discuss and take action on Action Item 6A, so that he may be excused.

MOTION to modify the agenda, to immediately discuss and take action on Action Item 6A.

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

Action Item 6A:

A. Mayor Coleman

Discuss and take action on Ordinance 412 authorizing the issuance and sale of City of Westworth Village, Texas, Combination Tax and Revenue Certificate of Obligation, Series 2017; levying an annual ad valorem tax and providing for the security for and payment of said certificate; providing an effective date; and enacting other provisions relating to the subject.

MOTION to approve Ordinance 412 authorizing the issuance and sale of City of Westworth Village, Combination Tax and Revenue Certificate of Obligation, Series 2017; levying an annual ad valorem tax and providing for the security for and payment of said certificate; providing an effective date; and enacting other provisions relating to the subject.

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

Councilman Encke excused himself from the meeting and departed.

Mayor Coleman opened Public Hearing #1 at 7:12pm

To receive input from citizens regarding the **Adopted Fiscal Year 2017-2018 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. The Council is required to approve or reject the budget, but cannot amend it.]*

No public Comments were received.

Public Hearing #1 was closed at 7:13

Mayor Coleman opened Public Hearing #2 at 7:14pm

To receive input from citizens regarding **rezoning property and implementing Planned Development #8 for the Burton Hill Baptist Church Addition at 308 Burton Hill Road, Westworth Village, Tarrant County Texas, further described as 1.78856 acres of NATHAN H CARROLL SURVEY Abstract 264 Tract 81B01**. *(This item was reviewed at the June 1, Planning and Zoning Committee, following a Public Hearing.)*

- Roger Unger noted for the record that the Planning and Zoning Board denied PD#8 because the it did not conform with the surrounding neighborhood.
- Pastor Colley stated that they were working on a more comprehensive plan and re-submit at a later date.

Public Hearing #3 was closed at 7:16

Mayor Coleman opened Public Hearing #3 at 7:16pm

To receive input from citizens regarding **rezoning property and implementing Planned Development #9 for the Fort Capital Addition at 409 Burton Hill Road, Westworth Village, Tarrant County Texas, further described as 2.832 acres of NATHAN H CARROLL SURVEY Abstract 264 Tract 86B & Tract 87**. *(This item was reviewed at the June 1, Planning and Zoning Committee, following a Public Hearing.)*

- Roger Unger noted for the record that the Planning and Zoning Board approved PD#9, as it is a private gated community.

- No Citizen Comments were made.

Public Hearing #2 was closed at 7:18

1. MOTION to approve the Agenda, as modified earlier, moving Action Item 6A.

- **MADE BY:** Carlos Zavala. **SECOND:** Dan Novak
- **Motion passed unanimously** by a vote of 3 Ayes and 0 Nays.

2. MOTION to approve the Consent Agenda

- **MADE BY:** Steve Beckman. **SECOND:** Dan Novak.
- **Motion passed unanimously** by a vote of 3 Ayes and 0 Nays.

The following consent agenda items were approved:

A. Approval of the Minutes:

- Council Meeting – May 9, 2017

B. Approval of January’s Financial Reports:

- TexPool Report
- A/P Disbursements

FUND BALANCES MAY 2017	GENERAL	WATER	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HCGC
Monthly Revenue	\$267,767	\$105,793	\$15,000	\$36,436	\$0	\$176	\$195,770
Monthly Disbursement	\$183,618	\$55,650	\$128,996	\$28,805	\$0	\$5657	\$111,888
Cash on Hand	\$284,860	\$118,825	\$49,361	\$103,972	\$102,824	\$89,851	\$148,082
TexPool	\$473,721	\$229,753	\$8270	\$235	\$423,985	\$176.758	\$0
Money Market	\$350,000	\$500,000	\$0	\$0	\$360,000	\$1,167,000	\$0

C. Council Place 2 Resignation:

- Effective May 31, 2017, City Council will accept the submitted resignation of Council Member Jill Patton, resigning from the City Council, Place 2.

D. Tax Collection Contract:

- Authorizing the Mayor to enter into a contract with Tarrant County Tax Assessor-Collector, to provide assessment and collection services of Ad Valorem taxes levied by the city. This is an annual contract for services, last signed in May of 2016, for services provided by the County to its municipalities.

3. Staff Updates:

A. Kevin Reaves, Police Chief

- **Police Department Report:** 2378 CFS, including 279- 911 calls, & 153 Priority-One calls. This is a 34 % increase in calls from this time last year. 445 traffic stops resulting in 417 violations and 100 written warnings. There were 58 arrests, in addition 134 warrants were cleared via Police Departments and Court actions.

B. Nader Jeri, Building Official

- **Code Enforcement Report:** 173 Code Warnings / 0 Citation compared to 35/0 this same time last year.
- **Inspection Report:** 90 Inspections, compared to 52 this same time last year.

C. Courtney Jackson, Librarian

- **Patron visits:** This month total 209, compared to 200 this month last year.
- **Summer Reading Program:** Every Tuesday this summer.

D. Tony Collins, Parks & Golf Operations Supervisor

- **Golf Club Report:** 3,158 rounds, \$161K revenue, 51 Preferred Players. The course was closed 2 days; and is recovering from a chemical incident on 13 of 22 greens.
- **New Schedule:** The course will be closed on Tuesdays starting July 11 for the remainder of the Fiscal Year.

E. Joseph Alvarez, Public Works Supervisor

- **Public Works Report:** 116 Service Orders were processed by the department.
- **TCEQ Action Plan:** added three more stations and additional testing including water age, quality and temperature, was approved.
- **TCEQ Audit:** performed every 3 years, and they would like to use our department as a model template for other agencies.

F. David Curwen, Community Development Director

- **Community Development Report:** Alleyways are underway, Pecan and Skye Acres projects should be completed by end of June; Roaring Springs buffer zone requires action by council.

G. Roger Unger, City Administrator

- TAP Grant is at the 95% design phase and approval with TxDOT.
- June tax estimates will be certified in July, increase revenue is expected

4. Committee Updates:

- A. Finance Committee** – Steve Beckman, Chair – Finance committee met at 6:00pm today. Budget reviews took place for the CCPD and PD, the CCPD budget has been recommended for approval by the City Council. Next month we will be approving Library, Hawks Creek and WRA. 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** –Nothing to report
- C. Ordinance Committee** – Dan Novak, Chair – Nothing to report
- D. Vision Committee** – Steve Beckman, Chair – Nothing to report

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

A. Announcements:

1. Scheduled Meetings:

- WRA Meeting – July 11th at 5:30pm
- Finance Committee Meeting – July 11th at 6:00pm
- Regular Council Meeting – July 11th at 7:00pm

2. Council Position Opening: to complete the term for Place 2, ending May, 2018

- Applications accepted, deadline 5:00pm, June 30, 2017
- Candidate interviews will be held at the July 11th meeting

6. Action Items:

B. Mayor Coleman

Discuss and take action on the Adopted Fiscal Year 2017-2018 CCPD Budget.

MOTION to adopt the Fiscal Year 2017-2018 CCPD Budget as presented.

- **MADE BY:** Steve Beckman. **SECOND:** Carlos Zavala
- **Motion passed unanimously** by a vote of 3 Ayes and 0 Nays.

C. Mayor Coleman

Receive request regarding the needs of the Tri-City Chamber, Luke Palmer, President.

- Mr. Palmer requested funding in the amount of \$13,000 annually from each of the Tri-Cities Councils to fund a Chamber position.
- Following a brief discussion, Mayor Coleman directed the Staff to review and consider submitted request and its effect on the budget.

No action taken by Council

D. Mayor Coleman

Discuss and take action on the material to fill the buffer area between the trail path and Roaring Springs Road.

- Roger Unger reviewed the Change Order submitted by Reliable Paving, noting that original plans called for grass, and approval of this change order would put the project at or near the 20% variance threshold. Several options could be considered including River Rock, Stamped Concrete, and Crushed Granite.

MOTION to approve the use of reserve funds in an amount not to exceed \$50,000 to fill the buffer area between the trail path and Roaring Springs Road with a product to be determined by the staff and Mayor Coleman.

- **MADE BY:** Dan Novak. **SECOND:** Carlos Zavala.
- **Motion passed unanimously** by a vote of 3 Ayes and 0 Nays.

E. Mayor Coleman

Discuss and take action on rezoning property and implementing Planned Development #8 for the Burton Hill Baptist Church Addition at 308 Burton Hill Road, Westworth Village, Tarrant County Texas, further described as 1.78856 acres of NATHAN H CARROLL SURVEY Abstract 264 Tract 81B01. *(The Planning and Zoning Committee, met on June 1, following a Public Hearing, and recommends denial of PD#8.)*

MOTION to deny Planned Development #8 for the Burton Hill Baptist Church Addition at 308 Burton Hill Road, Westworth Village, Tarrant County Texas, as recommended by the Planning and Zoning Commission, because it does not keep with the character of the established neighborhood and it does not meet the minimum SFR standards.

- **MADE BY:** Carlos Zavala. **SECOND:** Steve Beckman.
- **Motion passed unanimously** by a vote of 3 Ayes and 0 Nays.

F. Mayor Coleman

Discuss and take action on rezoning property and implementing Planned Development #9 for the Fort Capital Addition at 409 Burton Hill Road, Westworth Village, Tarrant County Texas, further described as 2.832 acres of NATHAN H CARROLL SURVEY Abstract 264 Tract 86B & Tract 87. *(The Planning and Zoning Committee, met on June 1, following a Public Hearing, and recommends approval of PD#9.)*

MOTION to approve Planned Development #9 for the Fort Capital Addition at 409 Burton Hill Road, Westworth Village, Tarrant County Texas, as recommended by the Planning and Zoning Commission.

- **MADE BY:** Dan Novak. **SECOND:** Steve Beckman
- **Motion passed unanimously** by a vote of 3 Ayes and 0 Nays.

G. Mayor Coleman

Discuss and take action to authorize the Mayor to approve the contract needed to set up and maintain a modular library unit behind City Hall.

MOTION to authorize the Mayor to enter into a contract with BD Modular to set up and maintain a modular library unit behind City Hall, to include up to \$14,000 in delivery and set up fees and a 48-month lease agreement.

- **MADE BY:** Steve Beckman. **SECOND:** Carlos Zavala.
- **Motion passed unanimously** by a vote of 3 Ayes and 0 Nays.

H. Mayor Coleman

Discuss and take action regarding Resolution 2017-12 to participate in the Atmos Cities Steering Committee (ACSC) and authorize payment of two and one-half cents per capita to the ACSC to fund regulatory and related activities related to the Atmos Energy Corporation.

MOTION to adopt Resolution 2017-12 to participate in the Atmos Cities Steering Committee (ACSC) and authorize payment of two and one-half cents per capita to the ACSC to fund regulatory and related activities to the Atmos Energy Corporation.

- **MADE BY:** Dan Novak. **SECOND:** Carlos Zavala
- **Motion passed unanimously** by a vote of 3 Ayes and 0 Nays.

7. Citizen Comments:

- A. Melva Campbell, (Smallwood): Expressed her excitement about the new library.
- B. Sharon Schmitz, (Leonard Trail): Expressed her concerns regarding the Trail System and use of the sidewalk in her neighborhood, noting it would increase public traffic and be a safety concern. She requested the Council hold a Neighborhood workshop to seek input on alternative routes for the trails design.
- C. Tom Hughes, (Leonard Trail): Expressed gratitude to Nader Jeri and Brandy Barrett for their prompt responses to him; he is also concerned about the Trial System in his neighborhood, noting that bedroom windows are just 10 feet from the sidewalk. He also requested the Council hold a workshop to seek input from the community.
- D. Joy Harvison (Deloache Street): Expressed concern about her grandchildren living on Leonard Trail and concurred with Schmitz and Hughes that a workshop should take place to discuss alternatives.
- E. Raquel Martin (Leonard Trail): Expressed concern about the safety and security of their homes and requested a workshop be held.
- F. John Davies (Leonard Trail): Expressed support for the workshop and noted that the just moved into the community and was not aware of the trial system.
- G. Luke Martin (Leonard Trail): Expressed that he would not feel safe taking his dog out for a walk, he noted that the sidewalk is only 3 feet wide, too narrow for both bikes and pedestrians, he too would like the council to hold a workshop.
- H. Melba Poppe (Leonard Trail): Expressed concern over her property value, as she is trying to sell, and her home is 7 feet from the sidewalk, is concerned this will devalue her home and would like the council to hold a workshop to discuss alternatives.
- I. Kenneth Poppe (Leonard Trail): Expressed concern over the speed that cars are currently travelling down Leonard Trail, noting that this trail will bring increased traffic, thereby increasing the noise, he also expressed his displeasure at not being notified that the sidewalk would be used.

EXECUTIVE SESSION:

Mayor Coleman called an Executive Session to deliberate the following items:

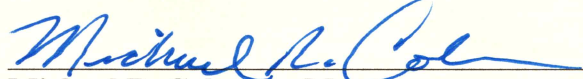
- 1. Section 551.071 – Consultation with Attorney pursuant to Texas Government Code Section 551.071 – Discuss the pending litigation and contract negotiation.**

EXECUTIVE SESSION ACTION ITEMS:

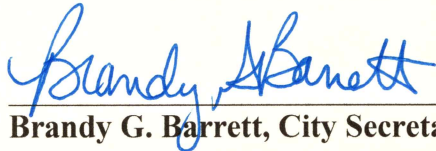
A. No action required

ADJOURNED at 9:10pm by Mayor Coleman.

MINUTES APPROVED BY:


Michael R. Coleman, Mayor

SIGNATURE ATTESTED BY:


Brandy G. Barrett, City Secretary

