



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

AUGUST 8, 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
Council Member	Tiffany Aller
City Administrator	Sterling Naron
City Administrator (Retired)	Roger Unger
City Secretary	Brandy Barrett
Police Chief	Kevin Reaves
City Attorney	Ashley Dierker
Dir of Cmty Dev	David Curwen
Public Works Director	Joseph Alvarez
Building Official	Nader Jeri
Librarian	Courtney Jackson
P&Z Commission Chair	Melva Campbell

**ABSENT:**

Meeting was called to order at 7:05 by Mayor Coleman.

**PRE-COUNCIL SESSION:**

No pre-council session was held.

**INVOCATION offered by Reverend Terry Colley.**

**PLEDGE OF ALLEGIANCE led by Mayor Coleman.**

- 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:** Nick Encke.
  - **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

The following consent agenda items were approved:

**A. Approval of the Minutes:**

- Council Meeting – July 11, 2017

**B. Approval of the Financial Reports:**

- TexPool Report
- A/P Disbursements

FUND BALANCES JULY 2017	GENERAL	WATER	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HCGC
Monthly Revenue	\$192,133	\$110,263	\$102,774	\$41,706	\$0.00	\$180	\$118,491
Monthly Disbursement	\$225,180	\$55,723	\$36,107	\$85,823	\$633,722	\$6,154	\$130,219
Cash on Hand	\$259,969	\$216,455	\$32,222	\$137,829	\$102	\$13,518	\$133,087
TexPool	\$299,575	\$230,204	\$1,608,302	\$235	\$136,457	\$162,094	N/A
Money Market	\$350,000	\$500,000	N/A	N/A	\$129,000	\$1,675,000	N/A

**3. Staff Updates:**

**A. Kevin Reaves, Police Chief**

- **Police Department Report:** 2385 CFS, including 393 - 911 calls, & 111 Priority-One calls. This is a 24 % increase in calls from this time last year. 409 traffic stops resulting in 332 violations and 243 written warnings. 28 arrest warrants were cleared via Police and Court actions.
- **Awards -** Chief Reaves presented awards to several officers for their actions, that saved the life of Westworth Village resident.

**B. Nader Jeri, Building Official**

- **Code Enforcement Report:** 58 Code Warnings / 1 Citation compared to 44/0 this same time last year.
- **Inspection Report:** 81 Inspections, compared to 62 this same time last year.

**C. Courtney Jackson, Librarian**

- **Patron visits:** This month total 3, compared to 336 this month last year, as the Library was in the middle of moving locations. The library was closed from July 5<sup>th</sup> to August 1<sup>st</sup> for the move.
- **Summer Reading Program:** Every Tuesday this summer, there are 62 children involved in the month of July.
- Mayor Coleman commended Courtney and her staff and volunteers that the move a success.

**D. Joseph Alvarez, Public Works Supervisor**

- 132 Service Orders were processed by the department.
- Public Works completed an emergency 8” sewer main line repair, as well as various other water line repairs.

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

- **Golf Club Report:** 2,473 rounds, \$115K revenue, 47 Preferred Players. The course was closed 3.5 days;
- **New Schedule:** The course continues to be closed on Tuesdays, to the end of this Fiscal Year.
- Alleyway construction continues.
- Roaring Springs crushed granite has been installed.

**F. Sterling Naron, City Administrator**

- TAP Grant is at the 95% design phase complete and is pending approval with TxDOT.
- Mayor Coleman acknowledge the staff transition from Roger to Sterling and again thanked Roger Unger for his service to the residents of the Village.

**4. Committee Updates:**

- A. Finance Committee** – Steve Beckman, Chair – Finance committee met at 6:00pm today. A total Budget review took place at the finance committee earlier today and the committee recommends the council approve the budget that will be on next month’s council agenda.
- B. Library Committee** – It was noted that the Library has moved and is back open, but not fully functional yet. As with most moves, there are kinks to work out.
- C. Ordinance Committee** – Dan Novak, Chair – There are three ordinances on the list for approval tonight, Chief Reaves will be speaking about two of them.
- D. Vision Committee** – Steve Beckman, Chair – Nothing to report

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

**A. Announcements:**

1. Scheduled Meetings:
  - **Zoning Board of Adjustment scheduled for August 15 at 6:00pm has been cancelled**
  - **Planning and Zoning Committee – August 29<sup>th</sup> at 6:00pm**
  - **Regular Council Meeting – September 12<sup>th</sup> at 7:00pm**
  - **Zoning Board of Adjustment – September 12<sup>th</sup> immediately following the Council Meeting**
  - **Special Council Meeting – September 26<sup>th</sup> at 5:30pm**

**6. Action Items:**

**A. Mayor Coleman**

Discuss and take action on Resolution 2017-13, appointing Directors to the Westworth Redevelopment Authority Board to a term expiring September 1, 2019.

- Term expires 09/01/2017 for: Melissa Huffman, Nick Encke, and Steve Beckman.
- Current terms expiring 09/01/2018: Melva Campbell, Tiffany Aller, Dan Novak, and Riley Peveto.

**MOTION: To approve Resolution 2017-13, appointing Directors to the Westworth Redevelopment Authority Board to a term expiring September 1, 2019.**

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

**B. Mayor Coleman**

Discuss and take action on Resolution 2017-14, appointing Directors to the Crime Control and Prevention District Board, to a term expiring September 1, 2019.

- Term expires 09/01/2017 for: Nick Encke, and Jim Norris
- Current terms expiring 09/01/2018: John Hendrix, Melva Campbell, Melissa Huffman and Tiffany Aller.

**MOTION: To approve Resolution 2017-14, appointing Directors to the Crime Control and Prevention District Board, to a term expiring September 1, 2019**

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

**C. Mayor Coleman**

Discuss and take action on Resolution 2017-15, appointing members to the Finance Committee, to a term expiring May 1, 2018.

**MOTION: To approve Resolution 2017-15, appointing members to the Finance Committee, to a term expiring May 1, 2018.**

- **MADE BY:** Steve Beckman. **SECOND:** Carlos Zavala.
- **Discussion:** Finance Committee Chairman Beckman noted that the addition of Sharon Schmitz to the Committee will be an asset to due to her finance background; Mayor Coleman agreed.
- **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

**D. Mayor Coleman**

Discuss and take action on Resolution 2017-16, authorizing members of the City Council to volunteer. *(As required by Local Government Code 21.003.)*

**MOTION: To approve Resolution 2017-16, authorizing members of the City Council to volunteer.**

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

**E. Mayor Coleman**

Discuss and take action on Resolution 2017-17, authorizing the Chief of Police to apply for and manage a Rifle-Resistant Body Armor Grant. *(This is a Federal Grant that does not require matching funds.)*

**MOTION: To approve Resolution 2017-17, authorizing the Chief of Police to apply for and manage a Rifle-Resistant Body Armor Grant.**

**DISCUSSION:**

- Chief Reaves noted that the city would have to fund a maximum of \$5000, to purchase helmets and carriers for the plates.
- **MADE BY:** Nick Encke. **SECOND:** Dan Novak.
- **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

#### **F. Mayor Coleman**

Discuss and take action to authorize the City Administrator to sign the Agreement for Wastewater Services between the City of Fort Worth and the City of Westworth Village. *(Initial agreement dated 01/31/1972; if approved this agreement expires 09/30/2037.)*

**MOTION: To authorize the City Administrator to sign the Agreement for Wastewater Services between the City of Fort Worth and the City of Westworth Village.**

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

#### **G. Mayor Coleman**

Discuss and take action to authorize the City Administrator to sign the Interlocal Agreement for Participation in Fort Worth's Environmental Collection Center Household Hazardous Waste Program; between the City of Fort Worth and the City of Westworth Village. *(This is an annual contract for services.)*

**MOTION: To authorize the City Administrator to sign the Interlocal Agreement for Participation in Fort Worth's Environmental Collection Center Household Hazardous Waste Program; between the City of Fort Worth and the City of Westworth Village**

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

#### **H. Mayor Coleman**

Discuss and take action to adopt Ordinance 415 establishing a no parking zones on Hawks Creek Drive, Hawks Creek Avenue, Mitchell Avenue, Hawks Creek Court and Leonard Trail. *(This is in response to a traffic study and safety concerns from citizens in the neighborhood.)*

- Chief Reaves reviewed the results of the traffic study, which concluded that additional safety measures are advisable on Leonard trail, including limiting parking and reducing speeds.

**MOTION: To adopt Ordinance 415 establishing a no parking zones on Hawks Creek Drive, Hawks Creek Avenue, Mitchell Avenue, Hawks Creek Court and Leonard Trail.**

- **MADE BY:** Dan Novak. **SECOND:** Nick Encke.

**DISCUSSION:** Mayor Coleman allowed citizen comments; Sharon Schmitz, 1 Leonard Trail, commented that she appreciated all the effort Chief Reaves did, however she disagrees with the parking limitations; and suggested the council consider other alternatives like limiting parking hours to nights and weekends. Discussion continued and included topics like allowing parking permits to residents and restrictive hours.

- **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

#### **I. Mayor Coleman**

Discuss and take action to adopt Ordinance 416 establishing a 25 MPH speed limit on Leonard Trail. *(This is in response to a traffic study and safety concerns from citizens in the neighborhood.)*

**MOTION: To adopt Ordinance 416 establishing a 25 MPH speed limit on Leonard Trail.**

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

#### **J. Mayor Coleman**

Discuss and take action to authorize the City Administrator to sign an interlocal agreement with Tarrant County for pavement resurfacing on Sky Acres and Pecan Drive, including the approval of city funds to cover the cost of materials.

**MOTION: To authorize the City Administrator to sign an interlocal agreement with Tarrant County for pavement resurfacing on Sky Acres and Pecan Drive, in an amount not to exceed \$39,000 to cover the cost of materials.**

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

**K. Mayor Coleman**

Discuss and take action regarding the Site Plan for 6600 Hawks Creek Ave, Block 2, Lot 11-R1-R, The Shoppes of Hawks Creek Addition. *(The submitted site plan is compliant with the Planning & Zoning Ordinances; the Planning & Zoning Board recommends Council approval.)*

**MOTION: To approve the Site Plan for 6600 Hawks Creek Ave, Block 2, Lot 11-R1-R, The Shoppes of Hawks Creek Addition.**

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

*(Councilman Novak step out of the meeting.)*

**L. Mayor Coleman**

Discuss and take action regarding the Preliminary Site Plan for 180 Roaring Springs Road, Block 1, Lot 3R. *(The submitted site plan is not compliant with the Planning & Zoning Ordinances due to increased building height; the Planning and Zoning Board recommended conditional approval pending Zoning Board of Adjustment.)*

**MOTION: To conditionally approve the Preliminary Site Plan for 180 Roaring Springs Road, Block 1, Lot 3R; provided the Zoning Board of Adjustment approves the height variance.**

- **MADE BY:** Steve Beckman. **SECOND:** Tiffany Aller.
- **Motion passed** by a vote of 3 Ayes and 1 Nays (Zavala)

**M. Mayor Coleman**

Discuss and take action regarding the Preliminary Plat, 308 Burton Hill Road. *(The submitted site plan is compliant with the Planning & Zoning Ordinances; the Planning & Zoning Board recommends Council approval.)*

**MOTION: To approve the Preliminary Plat, 308 Burton Hill Road.**

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

*(Councilman Novak returned to the meeting.)*

**N. Mayor Coleman**

Discuss and take action regarding Ordinance 417 for the abandonment and release of the City's Interest in a portion of a fifty-foot right-of-way on Seymour Avenue.

**MOTION: To adopt Ordinance 417 for the abandonment and release of the City's Interest in a portion of a fifty-foot right-of-way on Seymour Avenue.**

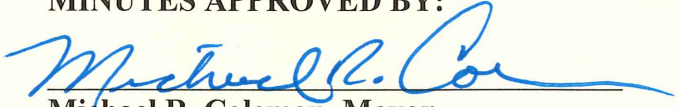
- **MADE BY:** Steve Beckman. **SECOND:** Tiffany Aller.
- **Motion passed unanimously** by a vote of 5 Ayes and 0 Nays.

7. **Citizen Comments:**

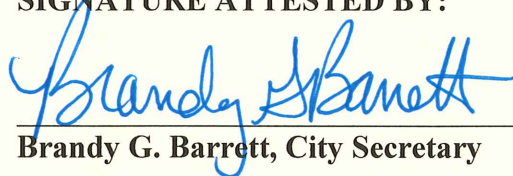
- **Margaret Worthington** commented on the Hazardous Materials drop off locations and wanted the information listed in the newsletter and website.

**ADJOURNED at 8:44pm by Mayor Coleman.**

**MINUTES APPROVED BY:**

  
Michael R. Coleman, Mayor

**SIGNATURE ATTESTED BY:**

  
Brandy G. Barrett, City Secretary

