



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

SEPTEMBER 12, 2017
PRE-COUNCIL SESSION: 6:45 PM
REGULAR SESSION: 7:00 PM

MUNICIPAL COMPLEX
COUNCIL CHAMBERS
311 BURTON HILL ROAD

ATTENDEES:	Mayor Mayor Pro-Tem Council Member Council Member Council Member Council Member City Administrator City Secretary Police Chief City Attorney Dir of Cmty Dev Public Works Director Building Official Librarian P&Z Commission Chair Finance Committee Member	Michael Coleman Steve Beckman Carlos Zavala Nick Encke Dan Novak Tiffany Aller Sterling Naron Brandy Barrett Kevin Reaves Ashley Dierker David Curwen Joseph Alvarez Nader Jeri Courtney Jackson Melva Campbell Sharon Schmitz
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ABSENT:

PRE-COUNCIL SESSION:

No pre-council session was held.

Meeting was called to order at 7:00pm by Mayor Coleman.

INVOCATION offered by Reverend Terry Colley.

PLEDGE OF ALLEGIANCE led by Mayor Coleman.

Mayor Coleman opened Public Hearing #1 at 7:02 pm: Regarding the adoption of the Fiscal Year 2017-2018 Budget: The proposed budget will raise more total property taxes than last year's budget by \$11,737. *(This is the first of two public hearings. Second hearing will be held on September 26th at 6:00pm.)*

- Sterling Naron noted that the budget was made available to the public in the lobby, library and online in accordance with the State law.
- No citizen comments were made.

Mayor Coleman closed Public Hearing #1 at 7:03pm.

Mayor Coleman opened Public Hearing #2 at 7:03pm: Regarding the adoption of the 2017 Tax Rate of \$.50 per \$100 of valuation with the proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 10.78%. Your individual taxes may increase or decrease at a greater or lesser rate, depending on the change in the taxable value of your property in relation to the change in taxable value of all other properties and the tax rate that is adopted. *(This is the first of two public hearings. Second hearing will be held on September 26th at 6:00pm.)*

- Sterling Naron noted that the tax rate had not changed from the prior year, but more money would be collected due to increased property values.
- No citizen comments were made.

Mayor Coleman closed Public Hearing #2 at 7:04pm.

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:** Nick Encke. **SECOND:** Tiffany Aller.
- **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 – August 8, 2017

B. Approval of the Financial Reports:

- TexPool Report
- A/P Disbursements

FUND BALANCES Aug 2017	GENERAL	WATER	CAPITAL PROJECTS	CRIME CONTROL	DEBT SERVICE	WRA	HCGC
Monthly Revenue	\$215,947	\$121,182	\$185,000	\$44,589	\$2,256	\$182,717	\$110,470,
Monthly Disbursement	\$276,761	\$124,470	\$348,563	\$41,698	\$0.00	\$9,332	\$128,956
Cash on Hand	\$211,730	\$221,561	\$55,264	\$151,591	\$102	\$186,900	135,587
TexPool	\$231,892	\$230,394	\$1,424,167	\$236	\$143,559	\$162,229	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:** 1857 CFS, including 348 - 911 calls, & 121 Priority-One calls. This is a 3 % increase in calls from this time last year. 317 traffic stops resulting in 210 violations and 265 written warnings. 80 arrest warrants were cleared via Police and Court actions.
- **Swearing In** - Chief Reaves sworn in Officer Jesus Rodriguez, as a Reserve Police Officer.

B. Nader Jeri, Building Official

- **Code Enforcement Report:** 65 Code Warnings / 1 Citation compared to 72/0 this same time last year.
- **Inspection Report:** 91 Inspections, compared to 75 this same time last year.

C. Courtney Jackson, Librarian

- **Patron visits:** This month total 251, compared to 211 this month last year.
- The Library is still waiting on Charter/Spectrum to get the connections complete for public internet access.

D. Joseph Alvarez, Public Works Supervisor

- 203 Service Orders were processed by the department.
- Installed 95 smart meters, 236 meters are remaining.
- Assisted the City of Fort Worth on a water main break on White Settlement Road.

E. David Curwen, Community Development Director

- **Golf Club Report:** 2257 rounds, \$107K revenue, 44 Preferred Players. The course was closed 6 days; however, the JD Ashwood and his team have done a great job and the course is healthy again.
- Chipotle has submitted plans and will be occupying the space next to Starbucks.
- Joey Alvarez found that the granite on Roaring Springs was not installed according to the contract, he is working with the contractor to have it corrected.

F. Sterling Naron, City Administrator

- TAP Grant is at the 95% submittal design phase complete and is pending approval with TxDOT. It is anticipated to be at 100% soon, as the last hurdle in the process was removed in August. Upon 100% submittal, Freese will be able to go out for bid.
- The CO Projects are in process and some are nearing completion.

4. Committee Updates:

A. Finance Committee – Steve Beckman, Chair – Finance committee public hearing for the budget will be held on September 26, after which necessary action will be taken regarding the budget.

B. Library Committee – Tiffany Aller, Chair – 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:

- Zoning Board of Adjustment, immediately following this Council Meeting
- Patriot Day & National Day of Service and Remembrance – September 11, 2017

- National POW/MIA Recognition Day - September 15, 2017
 - Special Council Meeting, September 26th at 6:00pm
 - Planning and Zoning Meeting, October 5, 2017 at 5:30pm
 - Regular Council Meeting, October 10th, at 7:00pm
2. Proclamations:
- Councilman Nick Encke read the POW/MIA Recognition Day Proclamation.

6. Action Items:

A. Mayor Coleman

Discuss and take action regarding the Site Plan for 6410 Westworth Blvd, Shoppes of Hawks Creek, Lot 10C-R, Block 2, for 7-11 Convenience Store. *(The submitted site plan is in compliance with the Planning and Zoning Ordinances as submitted and must be approved.)*

MOTION: To approve the Site Plan for 6410 Westworth Blvd, Shoppes of Hawks Creek, Lot 10C-R, Block 2, for 7-11 Convenience Store.

DISCUSSION: Sterling Naron reviewed the project noting that it was in compliance with the Planning and Zoning Ordinances.

- **MADE BY:** Carlos Zavala. **SECOND:** Tiffany Aller.

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

B. Mayor Coleman

Discuss and take action final Plat for 308 Burton Hill Road. *(The submitted plat is in compliance with the Planning & Zoning Ordinances.)*

MOTION: To approve the Final Plat for 308 Burton Hill Road.

DISCUSSION: Sterling Naron reviewed the Final Plat noting that it was in compliance with the Planning and Zoning Ordinances.

- **MADE BY:** Steve Beckman. **SECOND:** Dan Novak.

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

C. Mayor Coleman

Discuss and take action regarding the Site Plan for 308 Burton Hill Road, Burton Hill Baptist Church. *(The submitted site plan is not in compliance with the Planning & Zoning Ordinances, as it does not meet minimum off-street parking, minimum landscaping, and lacks a masonry wall.)*

DISCUSSION:

Sterling Naron reviewed the plan in detail, noting the requested variances:

1. Off-Street Parking, they are required to have a minimum of 40 off street parking spaces, they have 45, however the parking spaces are perpendicular to the Burton Hill and Popken and they extent 1.5 feet into the Right of Way, thus making them not compliant with the ordinance.
2. Masonry wall, they have been grandfathered in and do not currently have a wall, the proposed plan does not have the wall on the West and North sides. There is a drainage easement on the West side that make a masonry wall difficult and the new housing on the West side will have a 6-foot stockade fence. The North side currently does not have a masonry wall and the proposed plans show a living hedge to be installed.
3. The landscaping variance has been requested because the church would like grassy areas to play volley ball and games, the tree requirement every 30' would not make this playground friendly. To aid in this variance, they have provided more green space than required.

Lindsey Stites addressed the council, thanking the staff for their time, assistance and support of this project. He also noted that the telephone poles on the North side of the property, would be hard to deal with if a masonry wall was required.

MOTION: To approve of the Site Plan for 308 Burton Hill Road, Burton Hill Baptist Church, subsequent to Zoning Board of Adjustment approval, granting the variances, for a screening wall, landscaping and off-street parking spaces.

- **MADE BY:** Tiffany Aller. **SECOND:** Nick Encke.

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

D. Mayor Coleman

Discuss and take action with respect to Resolution 2017-18 joining the ONCOR Steering Committee. *(This will add the City of Westworth Village to the ONCOR Steering Committee, similar to our membership on the ATMOS Steering Committee, action is recommended by City Attorney.)*

MOTION: To approve Resolution 2017-18 and join the ONCOR Steering Committee.

- **MADE BY:** Steve Beckman. **SECOND:** Carlos Zavala.

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

7. Citizen Comments:


- Chris Gregory, campaigning for Precinct 4 Justice of the Peace, stated he was a conservative, ethical judge and is encouraging everyone to vote. He also wanted to thank the Police Chief and the Police Department for their work in the community.
- Melva Campbell, 124 Smallwood, thanked the council for new water meters, they saved her money on a water leak. She also wanted to thank the Sgt Coffey and Officer Morgan for their calm and professional behavior during a recent 911 call. She told Chief Reaves that he should be proud of his staff.
- Reverend Terry Colley also wanted to thank Joey Alvarez and the Public Works team for their help with the water leak.

ADJOURNED at 8:02pm by Mayor Coleman.

MINUTES APPROVED BY:


Michael R. Coleman, Mayor

SIGNATURE ATTESTED BY:


Brandy G. Barrett, City Secretary

