



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

**REGULAR CITY COUNCIL MEETING MINUTES**

**NOVEMBER 08, 2016**

**MUNICIPAL COMPLEX  
 COUNCIL CHAMBERS  
 311 BURTON HILL ROAD**

**REGULAR SESSION: 6:00PM**

**ATTENDEES:**

Mayor	Tony Yeager
Council Member	Carlos Zavala
Council Member	Jill Patton
Council Member	Nick Encke
Council Member	Steve Beckman
Council Member	Mike Coleman
City Administrator	Roger Unger
City Secretary	Holly Owens
Police Chief	Kevin Reaves
Dir of Cmty Dev	David Curwen
Parks & Golf Ops Spvsr	Sterling Naron
Building Official	Nader Jeri
Librarian	Rhonda Hines
City Attorney	Ashley Dierker

**GUEST:** Cameron Ehn and Jason Baxter – applicants for Magnolia West Preliminary Plat

**CALL TO ORDER at 6:00 PM by Mayor Yeager**

**INVOCATION & PLEDGE OF ALLEGIANCE by Roger Unger**

**OPEN PUBLIC HEARING #1: 6:01pm**

Discuss and take action with regard to **Preliminary Plat for Lots 1-33, Block 1, Seymour Addition on approximately 6.68 acres located at 105 Seymour Street through 313 Seymour Street; AKA 5901 White Settlement Road; Connelly, Cornelius Survey, Abstract 3198, Tract 4C, Westworth Village, Tarrant County, TX.** [This item requires one public hearing both by Planning and Zoning and City Council] Planning and Zoning Commission discussed and acted upon this case, November 7, 2016. This case was advertised in the local paper and notification letters were sent out per Texas Local Gov't Code Section 211.007.

**CLOSED PUBLIC HEARING #1: 6:03pm**

**REGULAR SESSION:**

**1. Approval of the Agenda**

**MOTION to approve the Agenda made by Mike Coleman. SECOND by Steve Beckman. Motion passed unanimously by a vote of 5 Ayes and 0 Nays**

**2. Approval of the Consent Agenda:**

**MOTION to approve the Consent Agenda made by Nick Encke. SECOND by Jill Patton. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.**

**A. Approval of the Minutes:**

- Regular Council Meeting dated October 11, 2016.

**B. Approval of October's Financial Reports:**

- TexPool Report
- A/P Disbursements
- Variance Report

**3. Staff Updates:**

**A. Kevin Reaves, Police Chief**

• **PD Reports:**

- 216 – Emergency Calls, 147 – Priority 1, 202 – Priority 2 and 3. 1062 self-initiated calls, 473 administrative calls. (17% increase from last year)
- Santa Day will be held on December 17<sup>th</sup>.
- Councilwoman Patton asked about “unauthorized use of motor vehicle”. Chief Reaves responded that he would look into the numbers.
- Councilman Encke asked how many 911 calls are responded to outside of the city? Chief Reaves stated that he didn't have an exact number but that all calls are listened to and Westworth Village PD does not respond unless requested to by another jurisdiction.

**B. Nader Jeri, Building Official**

• **Code Enforcement Report:**

- 94 combination inspection done in-house. 60 code enforcement cases.
- Self-Storage is moving slowly and is currently waiting on material.
- Starbuck project started last Monday. The shell will need to be completed first.
- 2<sup>nd</sup> business to occupy the shell with Starbucks is rumored to be Chipotle.

- Mayor asked for an update to Westworth Falls. Mr. Jeri stated that Oncor has started working and the developer has started on the wall and the masonry fence.
- Mr. Unger added that building permits approval would be starting soon. However, all permits would be approved for foundation only until water is on and streets can handle fire trucks. After that, houses can go vertical.

**C. Rhonda Hines, Librarian**

- **Library Report**
  - Family Art Cart had good attendance. Plan on doing more of this activity in December and throughout the year.
  - Library received reimbursement grant for the inter library loans.
  - Working on the non-fiction section of the library to catalog.
  - Councilman Coleman asked if the Library was holding up with all the rain. Ms. Hines stated yes.

**D. Sterling Naron, Parks & Golf Operations Supervisor**

- **Golf Club Report**
  - 3320 Rounds for the month.
  - Numbers are up on average with last year. A portion of that number is due to how preferred players were billed.
  - Announced the November events.
  - New report: Joint share labor pool with Public Works. It is a task tracker for maintenance to log hours and jobs.
  - Councilman Beckman asked about the percentage of bunkers that have been redone according to the report. Mr. Naron stated two bunkers on the golf course and one on the preferred player range on top.

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

- **Community Development Report**
  - Replaced water heater at City Hall and the golf course.
  - Finished the wall to separate the water and permit office.
  - Continued to work on dispatch construction.
  - Capped and shut off 14 water and sewer lines along Seymour.
  - AMA install: 55 water meter boxes changed out and 76 accounts set-up.
  - Lyle – All roadway, sidewalks and driveways are complete.
  - Straley – Storm drain installation and roadway completed.
  - Trigg – Roadway on north side of street was paved and forms are in place to pour concrete on the south side roadway.
  - Casstevens – Continue to run into issues with this project. Delayed to move AT&T lines and recently learned that the Fort Worth water line was not installed deep enough to allow the installation of utilities. This line is being relocated along with a Fort Worth fire hydrant. We will install a new City fire hydrant in the area of Pecan Point to allow coverage of any future development.

- Met with Toll Brothers for Westworth Falls.
  - Met with Scott Remphrey Alta Mere Crossing LLS to discuss the advance funding agreement with TXDOT and Funding Agreement between City and Alta Mere Crossing, LLC.
  - NAS Fort Worth, JRB, Regional Coordination Committee – received updates on area projects.
  - Met with developer, engineer and contractor at Westworth Falls to discuss fencing, screening wall and entrance screening.
  - Met with Perdue, Brandon Fielder Collins & Mott LLP, to discuss the City entering into an agreement with them for the collection of delinquent fines and fees.
- **Public Works Service Order Report**
    - 157 service orders, 22 service calls to read meters, 5 calls for building maintenance

**F. Roger Unger, City Administrator**

- **Capital Projects / Infrastructure**
- **Budget / Disbursements**
- **TAP Grant Update**
  - Have begun to pull from the gas well royalties to fund the capital projects. By the end of the projects, the gas well royalties will be depleted 60%.
  - Have the change order numbers and data to incorporate the intersections of Pecan and Sky Acres into the current contract. One of the things we have been dealing with is the trail system is in excess of what the original estimate was. Some cost has been reduced due to some changes. Mayor Yeager asked that the adjustments be brought to Council in December. Councilman Coleman asked about the design. Mr. Unger stated that the design should not change.
  - The golf course needs a process in place to assist with budget and believes that the WRA fund should be able to assist with this.
  - Staff has been stonewalled regarding the buy-out of the Library. A letter was written to Kay Granger to assist us.

**4. Committee Updates:**

- A. **Finance Committee – Councilman Steve Beckman, Chair**
  - **Nothing to Report**
- B. **Library Committee – Councilwoman Jill Patton, Chair**
  - **2/3 of the library is digitally cataloged. We are in the process of completing this project. The committee also discussed future programs.**
- C. **Ordinance Committee – Councilman Mike Coleman**
  - **Nothing to Report**

- D. **Vision Committee – Councilman Steve Beckman**
- **Nothing to Report**

**5. Public Information**

- A. **Communications: Holly Owens, City Secretary**
- **Nothing to Report**
- B. **Announcements: Melva Campbell**
- **Westworth Church of Christ having their yearly Fall Festival on October 22, 2016.**
- C. **Proclamations: Nick Encke**
- **Veteran’s Day – November 11, 2016**

**6. Action Items:**

- A. **Mayor Yeager**  
Discuss and take action to approve **Resolution No. 2016-12, Designating the Official Newspaper of the City of Westworth Village. River Oaks News, a publication of Suburban Newspaper, Inc., is hereby designated as the City’s official newspaper.**
- **MOTION made by Jill Patton to approve Resolution No. 2016-12. SECOND made by Carlos Zavala. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.**
- B. **Mayor Yeager**  
Discuss and take action with regard to **Preliminary Plat for Lots 1-33, Block 1, Seymour Addition on approximately 6.68 acres located at 105 Seymour Street through 313 Seymour Street; AKA 5901 White Settlement Road; Connelly, Cornelius Survey, Abstract 3198, Tract 4C, Westworth Village, Tarrant County, TX.**
- Roger Unger explained the preliminary plat and the possible concept. Mr. Unger continued to state that Planning and Zoning took no action on this plat. If the council chooses to do the same, the plat would automatically be approved as presented within 30 days (December 4<sup>th</sup>) per state code.
  - Councilman Coleman asked Mr. Baxter about the gate around the Library. Mr. Baxter stated that they would work with the City regarding the Library.
  - Jeanette Jones came forward and explained that she is concerned about the 20-ft. roadway. Mayor Yeager stated that this road will not be a thoroughfare for heavy traffic. It is made to keep traffic slow.
  - Councilwoman Patton stated that this is a preliminary only. In fact, this road could be made into a one-way street. Chief Reaves believes that making this

road 20-ft and one-way but make this road very safe and would keep traffic to a minimum and slow.

- Mrs. Diaz came forward with concerns about having a route to the Library by foot or bike for the kids. Mayor Yeager stated that he believes that the Library will not be there by the time this takes place. However, a bike path could be created to the Library. Mrs. Diaz asked once this is ready for a final action, will the citizens be notified. Mr. Unger stated that it will be advertised in the newspaper, the website and signs will be posted on site.
- **MOTION made by Steve Beckman to approve the Preliminary Plat for Magnolia West. SECOND made by Nick Encke. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.**

**C. Mayor Yeager**

Discuss and take action with regard to **Ordinance 402, an Ordinance of the City of Westworth Village, Texas amending Chapter 7, "Municipal Court," Article 7.01, "General Provisions," of the City Code of Ordinances to provide for the addition of a collection fee of thirty percent (30%) to be added to each item for which such collection fee is authorized by Texas Code of Criminal Procedure 103.0031; Providing that this ordinance shall be cumulative of all ordinances; Providing a severability clause; Providing for publication in the official newspaper; And providing an effective date.**

- Roger Unger explained the reason for hiring the firm. Dan Romo with Perdue, Brandon, Fielder, Collins, and Mott came forward to answer questions.
- **MOTION made by Mike Coleman to approve Ordinance 402. SECOND made by Jill Patton. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.**

**D. Mayor Yeager**

Discuss and take action with regard to **Ordinance 403, an ordinance of the City of Westworth Village, Texas pursuant to Tex. Health and Safety Code §773.051. which provides that local governments may establish standards for ambulances, and pursuant to Tex. Gov't Code Chapter 791, which authorizes combinations of Local Government Units to contract for the provision of governmental services, including the creation of administrative agencies to promote public health and welfare.**

- Mr. Unger explained that Medstar has formed a group to function as an advisory committee composed of the users which includes Westworth Village.
- **MOTION made by Carlos Zavala to approve Ordinance 403. SECOND made by Steve Beckman. Motion passed unanimously by a vote of 5 Ayes and 0 Nays.**

**7. Executive Session at 7:31pm**

**Convene into executive session to deliberate the following items:**

- 1) Pursuant to Texas Government Code, Chapter 551.072 Deliberations about Real Property: Purchase and/or Sale of Real Property.
- 2) Pursuant to Texas Government Code, Chapter 551.074 Deliberations about Personnel Matters: Hire process for Deputy Administrator.
  - Executive Session adjourned at 8:29pm.

**8. Action Items continued at 8:29pm**

**E. Mayor Yeager**

Discuss and take action with respect to the Purchase and/or Sale of Real Property as discussed in Executive Session.

- No Action taken,

Discuss and take action with respect to the Hire process for Deputy Administrator as discussed in Executive Session.

- No action taken.

**9. Citizens Comments:**

*This is an opportunity for citizens to address the Council on any matter, whether it is or is not posted on the agenda. The Council is not permitted to discuss or take action on any presentations made to the Council concerning an item not listed on the agenda. Citizens may speak up to three (3) minutes or the time limit determined by the Mayor or presiding officer. Topics of presentations should be limited to matters over which the Council has authority.*

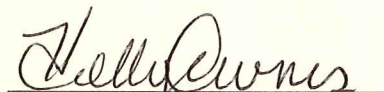
- Melva Campbell requested the officers come by and eat lunch with the community at the community luncheon.
- Gene Didly verified that the tax rate would remain the same. Staff and Council both confirmed that the tax rate would remain the same.

**ADJOURNED at 8:31pm by Mayor Yeager**

*The Council reserves the right to retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meeting Act.*

*This facility is wheelchair accessible and handicapped parking spaces are available. Requests for accommodations for the hearing impaired must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (817) 710-2526 for assistance.*

*I certify that the above notice was posted on the bulletin board at the Westworth Village Municipal Complex, 311 Burton Hill Road, Westworth Village, Texas on this, the 8<sup>th</sup> day of September, 2012, at 4pm, in accordance with Chapter 551 of the Texas Government Code.*

  
Holly Owens, City Secretary

