



City of Westworth Village
311 Burton Hill Road • Westworth Village, TX 76114
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FINANCE COMMITTEE MEETING MINUTES

**TUESDAY
JULY 8, 2014
TIME: 6:00 PM**

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

ATTENDEES:

Chair	Kelly Jones
Member	Jill Patton
Member	Steve Beckman
Member	Mike Coleman
Mayor, Ex-Officio	Tony Yeager
City Administrator	Roger Unger
Administrative Assistant	Laura Pinson
Police Chief	Doug Reim
HC Superintendent	Sterling Naron

ABSENT:

Member	Nick Encke
City Secretary	Carol Borges

CALLED TO ORDER at 6:01pm by Chairman Kelly Jones.

Action Items:

- I. Approval of Minutes** from Finance Committee Meeting on May 13, 2014.
 - **MOTION** made by Steve Beckman to approve the minutes. **SECOND** by Mike Coleman. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays.
- II. Review and discuss FY 2013-2014 YTD Disbursements & Variance Reports.**
 - There were two major budget amendments made earlier this year - the Library internet service and to replace the PD camera system. Both had been approved by Council as separate actions. Expenses in the HCGC budget were cut by reducing part time personnel and not filling vacant positions.
- III. Review and discuss FY 2014-2015 Preliminary Budget - Library, Water, Fire Dept, and Revenue.**
 - City Administrator Roger Unger presented the preliminary budgets. They are a continuation of last year's budgets with a few minor changes.


- **Revenue budget:** Gas well royalties are not in the budget; funds are accumulating in a savings account. Court revenue is under budget by \$53K. Permit revenue is under by \$30K - no commercial permits this year; which are more valuable than residential permits. Roger is aware of Letters of Intent on several tracts of land in the City. Still looking for the medical complex to be permitted and built. **Walmart and Sam's Club** are our largest **sales tax** contributors. The Committee discussed the impact on the City's budget should the company move out of the City. Long term financial planning needs to include alternative revenue should that become a reality. Last year's budget did not include the payment from **Hawks Creek Apartments** for [the equivalent of] back taxes. This year's projected revenue from HCA is over \$90K.
- All **Library** computers have been upgraded; there are no plans to add new programs. Library Committee Chair Jill Patton would like budget data regarding moving Rhonda to full time and adding a third part-time employee to help complete administrative projects such as electronic bar coding, inventories, and shelving the books. Mayor Yeager stated he is very pleased with how the Library is being managed. If staff is unable to maintain administrative projects, they should look at scaling them back. Committee Member Steve Beckman suggested identifying the backlog and hiring a temp to complete it.
- **Water Department** Fund supplements the General Fund. Roger stated Fort Worth is discussing moving to Stage 2 water restrictions in September. Fort Worth informed us there will be a 20% rate increase in FY 2015. TRWD rates will increase 100% over the next five years due to new rules, regulations and updated systems. It has been at least 7 years since the City has had a water rate increase. Citizens will accept a 2-3% annual water rate increase better than a 10% increase in one year. Roger will research passing a water rate increase effective January 1, 2015.
- The **Public Works Dept** has a part-time employee, working on streets and water. Roger would like to hire him as a full-time shared employee between HCGC and the Water Department.

IV. Next meeting date is set for Tuesday, August 12, 2014.

ADJOURNED at 6:46pm by Chairman Jones.

MINUTES TAKEN BY LAURA PINSON, ADMIN ASST.

MINUTES APPROVED on this day, the 12th day of August, 2014.



Kelly Jones, Chair

ATTESTED TO BY:



Carol Ann Borges, City Secretary

