

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

**FINANCE COMMITTEE MEETING MINUTES**

**TUESDAY  
AUGUST 12, 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
City Secretary	Carol Borges
Police Lieutenant	Glenn Lipperdt
HCGC Director of Golf	David Curwen
HC Superintendent	Sterling Naron

**ABSENT:** Member Nick Encke

**GUEST:** NAS-JRB – Rachel Wiggins, Community Liaison Officer

**CALLED TO ORDER at 6:35pm by Chairman Kelly Jones.**

**Action Items:**

- I. Approval of Minutes** from Finance/Audit Committee Meeting July 8, 2014.
  - **MOTION to approve the minutes** made by Mike Coleman. **SECOND** by Steve Beckman. **Motion passed unanimously**, by a vote of 4 Ayes and 0 Nays.
- II. Review and discuss FY 2013-2014 YTD Disbursements & Variance Reports.**
  - Roger Unger stated there are two areas of concern with respect to the variance report: 1) court fine revenue is down, and 2) HCGC revenue is down. Roger is working with our Finance Specialist and Court Administrator to identify the cause of decreased fine revenue. It appears that ticket writing slowed dramatically due to changes in manpower and training. We recently had a full-time officer move to part-time with his sole responsibility to enforce traffic, and, in mid-September, we will have a dedicated Warrant Officer to run and collect warrants. These two changes should get us back on track. The decrease in HCGC revenue is primarily due to extensive weather-related closures (44 full days + 17 half days).
  - Roger also discussed the water and street maintenance funds. Steve Beckman noted his desire to move from a straight line item budget to a budget that more effectively represents expectations and variances by month.

### III. Review and discuss **FY 2014-2015 Preliminary Budget for HCGC and WRA.**

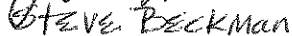
- David Curwen presented the **proposed FY 14-15 HCGC Budget**. David noted changes in manning and procedures over the last year. The hiring of a full-time mechanic has been a significant improvement to course operations as well as assisted the City with equipment maintenance costs. David expects to see increases in both rounds and revenue with new changes to the rate structure. David is marketing the Club through a partnership with GolfNow-Golf Channel. Online and mobile applications will improve the reservation system and attract new players. With the improvements to the driving range and the creation of a Player Development Plan, David expects increased interest in the Club and improved statistics for the next fiscal year.
- Discussion continued with respect to the development of a Teaching Center and potential salary package for a Teaching Pro. Steve Beckman stated while it is an ideal time to capitalize on the facility and build a stream of new customers, he is concerned about distorting the compensation package across management employees at the Club. Kelly Jones stated his desire to see what revenue numbers are generated before staffing the position. David also addressed questions regarding equipment sales and pricing.
- Since Member Nick Encke could not attend the meeting this evening, he submitted an opinion statement to the Board in support of the development of a Teaching Center, to be attached to the meeting minutes.
- **FY 14-15 WRA Budget** was reviewed at the WRA Board meeting earlier this evening, at which all Finance Members were in attendance. No further discussion at this time.

### IV. Next meeting set for September 9, 2014, prior to the City Council meeting.

**ADJOURNED at 7:07pm by Chairman Jones.**

**MINUTES APPROVED** on this, the 9<sup>th</sup> day of SEPTEMBER, 2014.

  
\_\_\_\_\_  
**Kelly Jones, Chair**

  
\_\_\_\_\_  
**Steve Beckman**

**ATTESTED TO BY:**

  
\_\_\_\_\_  
**Carol Ann Borges, City Secretary**



Statement from Nick Encke  
to be read into the meeting minutes of the Finance Committee  
August 12, 2014

With reference to the proposed teaching center discussion, I would like to be on record as favoring a teaching center at Hawks Creek Golf Club. I have discussed this at length with David Curwen as well as the General Manager at Rainmaker Golf Club at Alto, New Mexico.

Jim Helms is our GM and has over 3 decades of experience with golf clubs in different parts of the world. He was a junior partner [at] Touchstone Golf, which owned 150 golf clubs during the 80s and 90s. In 1995, he partnered with Rich Richeson in starting up a teaching center consulting group. The first one evidently hired three teaching pros upon start up. They learned quickly that hiring the best teaching pro available to start then put him in charge of hiring new pros as the program grew. He said the golf people who have used that plan have mostly been successful. Being early in your geographic area helps ensure your success.

I got David on the phone with Jim about 10 or 12 days ago. Jim [told] David that Rich Richeson is the best in the business and gave David encouragement. In fact, Jim is working on a plan to start a teaching center at Rainmaker.

If you have any questions, I would be happy to arrange a phone discussion with Jim.

Respectfully, Nick Encke  
Place 3 City Council and Vice President of WRA