



City of Westworth Village
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FINANCE COMMITTEE MEETING MINUTES

**TUESDAY
JUNE 9, 2015
TIME: 6:00 PM**

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

ATTENDEES:	Steve Beckman	Chair
	Jill Patton	Member
	Nick Encke	Member
	Mike Coleman	Member
	Carlos Zavala	Member (arrived at 6:02pm)
	Tony Yeager	Mayor, Ex-Officio Member
	Roger Unger	City Administrator
	Carol Borges	City Secretary
	Kevin Reaves	Police Chief
	David Curwen	Director of Community Development
	Sterling Naron	Parks & Golf Operations Supervisor
	Melva Campbell	P&Z Chair

CALLED TO ORDER at 6:00pm by Chairman Steve Beckman.

Action Items:

- I. Approval of Minutes** from Finance/Audit Committee Meeting on May 12, 2015.
 - **MOTION** made by Nick Encke. **SECOND** by Jill Patton. **Motion passed unanimously** by a vote of 4 Ayes and 0 Nays (Carlos Zavala had not yet arrived.)
- II. Review and discuss FY 2014-2015 YTD Disbursements & Variance Reports.**
 - City Administrator Roger Unger stated disbursements are tracking as expected and variances were identified early in the year with respect to HCGC renovations and CCPD vehicle expenses. Revenues are on track with a minor adjustment to sales tax revenue due to the new Walmart at the intersection of Hwys 183 & 199 pulling some business from the Westworth location.
- III. Review and discuss FY 2015-2016 Preliminary Budget for the Water, Streets, Capital Improvements, Debt Service, and WRA Funds.**
 - **Street maintenance** is funded with ¼ cent sales tax. A portion of those funds go to Public Works operations. (PW Operations is funded by street maintenance sales tax, the water enterprise fund, and the storm water fee.) Street maintenance sales tax funds capital improvements [i.e. infrastructure] and continued maintenance projects. Roger discussed current alley mowing and the costs of possible future installation of road base. Storm water revenue funds street sweeping as required by TCEQ.

- The **Water Fund** is an enterprise fund. Revenues are up due to the addition of the assisted living center and new home construction. The City should expect a 7-12% rate increase from Fort Worth. Mayor Yeager stated during last year's budget discussions, the City planned to increase water rates 5% per year over the next few years. Sewer revenue is usually consistent year-to-year unless there's an increase in users or rates. The purchase of the jet truck will help reduce Fort Worth fees by cleaning the lines. A small pick-up truck purchase is budgeted for the PW Supervisor since the larger crew cab was transferred to HC for mowing maintenance.
- Roger praised David, Joey, and Laura following a successful TCEQ inspection this month. Joey and Laura worked diligently to provide the reports and information needed. David established the few missing forms and reporting processes. No fines or assessments were applied to the City.
- The **overall budget** will see changes to employee costs. An across the board 2% raise, a few salary adjustments, and a new PD pay scale have been added to each fund budget. New TMRS [retirement] rates will reduce costs by \$3000. A meeting is scheduled with our insurance broker to review health care costs.
- FY 15-16 **Capital Improvements** budget includes the Trigg/Straley/Lyle reconstruction and the Pecan & Sky Acres repaving projects. The gas well royalties fund balance is \$2.5M, which will likely be tapped to complete capital improvement projects over the next few years.
- **Debt Service** revenue will increase due to new ad valorem taxes from the assisted living center and new home construction. The initial TAD report shows an increase of \$37M in taxable value; a 22% increase year-to-year. Roger discussed payments in lieu of ad valorem taxes from the HC Apartments. In 2017 the 380 Agreement terminates and all funds revert back to the City. The Debt Service bank balance is projected to be \$608K at the end of FY 2015 and \$547K at the end of FY 2016.
- **WRA** budget is stable with revenue from ad valorem and sales taxes. After bond payments, funds will continue to be used for parks, recreation, and community facilities. WRA bank balance is projected to be \$2.2M at the end of FY 2015 and \$1.8M at the end of FY 2016.

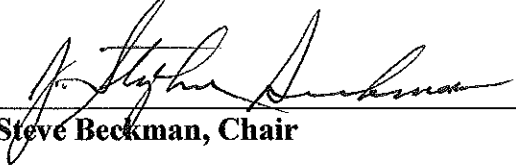
IV. Chairman Beckman discussed the Library budget information that was requested at the last committee meeting.

- Jill Patton had requested the committee consider recommending the lead librarian be moved to full-time status in order to resolve backlog issues and continue to move the library forward with needed technology. Roger stated it would increase the budget by \$14K, or a 20% increase.
- Jill requested consideration to join the electronic materials consortium which would provide patrons with access to eBooks and digital audio and video files. The cost of the electronic consortium is \$2000 in the first year, then \$1500 annually, which includes annual membership fees and materials. To maintain Texas State Library (TSL) Accreditation status, the City must show a continued, progressive investment in products and services. While electronic services is an investment, it reduces the overall cost of maintaining the library due to a reduction in physical materials and facility expenses. The cost reduction could wash the annual investment expense. Roger believes it would be safe to include a \$2000 investment in the current proposed budget.
- Jill also asked the City to investigate returning to donated services from electricity and internet providers as had been applied in the past. The library has only incurred these costs over the last two years as part of a city-wide contract. Roger stated he would bring that up to the providers when the current contract is up for renewal.
- Chairman Beckman stated he would work with Roger to look at both expenses further.

V. Next meeting is scheduled for July 14th at 6:00pm.

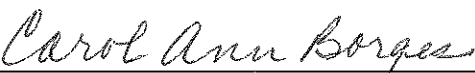
ADJOURNED at 7:05pm by Chairman Beckman.

MINUTES APPROVED on this, the 14th day of July, 2015.


Steve Beckman, Chair



ATTESTED TO BY:


Carol Ann Borges, City Secretary