

Westworth Redevelopment Authority Meeting Agenda

Municipal Complex 311 Burton Hill Road Westworth Village, TX 76114 cityofwestworth.com

June 20, 2024 7:00 PM Council Chambers

CALL TO ORDER

CITIZEN COMMENTS

This is an opportunity for citizens to address the board on any matter posted on the agenda or over which the board has authority. Citizens may speak up to three (3) minutes or the time limit determined by the presiding officer.

PUBLIC HEARING, BREIFING AND ACTION ITEMS:

- **A. Approval of the Minutes** from the WRA meeting on October 10, 2023.
- **B.** Discuss and take action to appoint a Vice President, to complete the term ending September 2024. (*Previously held by Michael Dingman.*)
- C. Discuss and take action to appoint a Treasurer, to complete the term ending September 2024. (Previously held by Melva Campbell.)
- **D.** Discuss and take action to appoint a Secretary, to complete the term ending September 2024. (*Previously held by Tiffany Aller.*)
- **E.** Review and discuss the Fiscal Year to Date 2023-2024 revenue and expenses.
- **F.** Review and discuss the Fiscal Year 2024-2025 preliminary budget.
- **G.** Next meeting is scheduled July 11th at 7:00pm.

ADJOURN

The WRA Board 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. A quorum of other committee, board and commission members may be present at this meeting; no action will be taken by them.

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.

A quorum of the council will be present at this meeting; however, no council discussion or action will be taken. I certify that the above notice was posted on the bulletin board at the Westworth Village City Hall, 311 Burton Hill Road, Westworth Village, Texas on this, the 17th day of June 2024, at 5pm, in accordance with Chapter 551 of the Texas Government Code.

Brandy G. Barrett, TRMC City Administrator/City Secretary



Westworth Redevelopment Authority Meeting Minutes

Municipal Complex 311 Burton Hill Road Westworth Village, TX 76114 cityofwestworth.com

October 10, 2023	6:0	Council Chambers	
ATTENDEES:	President	Melissa Huffman	
	Vice-President	Michael Dingman	
	Board Treasurer	Melva Campbell	
	Board Member	Brian Libbey	
	Board Member	Halden Griffith	
	City Administrator/ Secretary	Brandy Barrett	
	Deputy City Secretary	Elisa Greubel	
	Mayor	Kelly Jones	
	Police Chief	Kevin Reaves	
ABSENT:	Board Member	Robert Fitzgerald	

CALLED TO ORDER at 6:00 PM by President Melissa Huffman.

CITIZEN COMMENTS:

No citizen comments were made.

ACTION ITEMS

- **A.** Approval of the minutes from the WRA Meeting on July 11, 2023.
 - MOTION to approve the minutes of the WRA Meeting on July 11, 2023.
 - MADE BY Mike Dingman. SECOND: Melva Campbell.
 - **Motion passed** by a vote of 5 Ayes and 0 Nays.
- **B.** Receive and discuss the presentation by Under Par Life regarding the golf course project. (The Under Par Life architects and representatives will be presenting the project and answering questions at the WRA meeting held at 6pm, prior to the council meeting. There is a possibility the architects will not be available at the council meeting; however, the presentation will be repeated by an Under Par Life representative for council questions.)
 - Discussion item only, no action was taken.
- **C.** Next WRA meeting scheduled as needed.

ADJOURNED at 6:27 PM by President Huffman.

MINUTES APPROVED BY on this, the 20th day of June 2024.

SIGNATURE ATTESTED BY:	Melissa Huffman, President	
	SIGNATURE ATTESTED BY:	
Prondy C Porrett TMCA	Prondy C. Roppott TMCA	
Brandy G. Barrett, TMCA City Administrator / City Secretary	,	

		FY	ΓD	Budget	Proposed	ı	Proposed	Dra	oposed	Proposed	Proposed		roposed	Proposed	Proposed		Proposed	Dro	oposed	
ACCT		20:		2024	2025		2026		2027	2028	2029	•	2030	2031	2032		2033		2034	Long Term Budget Notes
	elopment Sales Tax Fund (WRA) Reve																			25.18 10.111 24.1861 110.103
	Sales Tax				Rolling acti	ıal 12	months plus 19	% as n	of Anril 24 -											
08-500-520010	WRA Sales Tax	\$ 2	56,501	\$ 331,955	\$ 387,6		391,539	\$	395,454	399,409	\$ 403,403	Ś	407,437	\$ 407,437	\$ 411,511	Ś	411,511	Ś	415,626	
00 000 020010	Thur Sales ran	· -	30,301	ψ 332,333	φ 307)0	<u> </u>	031,503	Y	333,131	333,103	• .00,100	7	1077107	Ų 107,137	Ψ .11,011	7	.11,011	Ψ	123,020	
	Total Sales Tax	\$ 2	56,501	\$ 331,955	\$ 387.6	62 \$	391,539	Ś	395,454	399,409	\$ 403,403	Ś	407,437	\$ 407,437	\$ 411,511	Ś	411,511	Ś	415,626	
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	Additional Revenue																			
08-500-525011	Interest Earned	\$	11,464	\$ 5,000	\$ 5,0	00 \$	5,000	\$	6,000 \$	6,000	\$ 6,000	\$	6,000	\$ 6,000	\$ 6,000	\$	6,000	\$	6,000	
	Total Additional Revenue	\$	11,464	\$ 5,000	\$ 5,0	00 \$	5,000	\$	6,000 \$	6,000	\$ 6,000	\$	6,000	\$ 6,000	\$ 6,000	\$	6,000	\$	6,000	
	Miscellaneous Revenue																			
08-500-565001	Misc Revenue	\$	788		\$.			\$	- \$		\$ -	\$		\$ -	\$ -	\$	-	\$	-	
08-500-565010	Sale of WRA Property	\$	-	\$ -	\$.	\$	-	\$	- \$	-	\$ -	\$	-	\$ -	\$ -	\$	-	\$	-	
								_												
	Total Miscellaneous Revenue	\$	788	\$ -	\$.	\$	-	\$	- \$	-	\$ -	\$	-	\$ -	\$ -	\$	-	\$	-	
															,					
Total WRA Reven	ue	\$ 2	68,752	\$ 336,955	\$ 392,6	62 \$	396,539	\$	401,454 \$	6 405,409	\$ 409,403	Ş	413,437	\$ 413,437	\$ 417,511	Ş	417,511	Ş	421,626	
Economic Deve	elopment Sales Tax Fund (WRA) Expe	enses																		
Building Parks & I	Landscape Expenses																			
	DII																			
00 607 610001	Payroll	ċ	46,990	\$ 91,325	\$ 88,3	00 ¢	91,051	ċ	02.702 6	06 506	\$ 99,494	Ś	102,479	¢ 105.552	¢ 100 720	, t	111 001	ċ	115 241	
08-607-610001	Salary reimbursement to GF	\$	46,990	\$ 91,325	\$ 88,3	99 \$	91,051	>	93,782 \$	96,596	\$ 99,494	Ş	102,479	\$ 105,553	\$ 108,720	\$	111,981	Ş	115,341	
	Total Payroll	\$	46,990	\$ 91,325	\$ 88,3	99 \$	91,051	\$	93,782 \$	96,596	\$ 99,494	\$	102,479	\$ 105,553	\$ 108,720	\$	111,981	\$	115,341	
	Equipment						& dog water for													
08-607-625001	Equipment	\$	-	\$ 2,000		00 \$			2,000 \$		· · · · · · · · · · · · · · · · · · ·		2,000	, , , , , , ,	· · · · · · · · · · · · · · · · · · ·		2,000	•	2,000	,
08-607-625004	Equipment Maintenance	\$	-	\$ 500		00 \$		•	500 \$				500				500		500	
08-607-625007	Small Tools	\$	-	\$ 500		00 \$	500		500 \$		\$ 500		500		\$ 500		500			special playground equipment tools (tamper resistant)
08-607-625015	City Parks	\$	23,416	\$ 5,000	\$ 25,0	00 \$	5,000	\$	5,000 \$	5,000	\$ 5,000	\$	5,000	\$ 5,000	\$ 5,000	\$	5,000	\$	5,000	
		_		4		4					4 0000			4 0000		_				
	Total Equipment	\$	23,416	\$ 8,000	\$ 28,0	00 \$	8,000	\$	8,000 \$	8,000	\$ 8,000	>	8,000	\$ 8,000	\$ 8,000	>	8,000	\$	8,000	
	Professional Services																			
08-607-630017	City Landscape Maintenance	ċ	49,995	\$ 60,000	\$ 65,0	nn ċ	65,000	ċ	65,000 \$	65,000	\$ 70,000	ċ	70,000	\$ 70,000	\$ 70,000	ċ	70,000	ċ	70,000	
08-607-630017	Storage space; equipment/records	Ġ	1,500		\$ 26,0		28,000	¢	28,000 \$	28,000	\$ 28,000		30,000		\$ 30,000		30,000	<u> </u>		transferred balance in August
08-607-630019	Community Events	Ś	-		\$ 20,0		5,000	ς .	5,000 \$	5,000	\$ 5,000		5,000	\$ 5,000	\$ 5,000		5,000		5,000	ů
00 007 030013	community Events	7		7	7 3,0	00 y	3,000	7	3,000 4	3,000	3,000	7	3,000	3,000	<i>γ</i> 3,000	7	3,000	7	3,000	NEW GENERAL
	Total Professional Services	Ś	51.495	\$ 86,000	\$ 96,0	00 \$	98,000	Ś	98,000	98,000	\$ 103,000	Ś	105,000	\$ 105,000	\$ 105,000	Ś	105,000	Ś	105.000	
		7		- 25,500	, 50,0		55,530		30,000 φ	33,530	,	1	200,000	- 200,000	+		200,000		_00,000	
	Vehicle Expense																			
08-607-640001	Gasoline	\$	590	\$ 500	\$ 5	00 \$	500	\$	500 \$	5 500	\$ 500	\$	500	\$ 500	\$ 500	\$	500	\$	500	
08-607-640002	Vehicle/Equipment Maint	\$	-	\$ 500	•	00 \$		\$	500 \$		\$ 500		500		\$ 500		500		500	
									,											
	Total Vehicle Expense	\$	590	\$ 1,000	\$ 1,0	00 \$	1,000	\$	1,000 \$	1,000	\$ 1,000	\$	1,000	\$ 1,000	\$ 1,000	\$	1,000	\$	1,000	
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			FYTD		Budget	Pro	posed	Proposed		Proposed	Proposed	Proposed		Proposed		Proposed	Proposed	Proposed		Proposed		
ACCT			2024		2024	2	2025	2026		2027	2028	2029		2030		2031	2032		2033		2034	Long Term Budget Notes
	Capital Expense																					
08-607-650003	Equipment Rental	\$	-	\$	3,000	\$	3,000	\$ 3,00	00 \$	\$ 3,000	\$ 3,000	\$ 3,00	0 \$	3,000	\$	3,000	\$ 3,000) \$	3,000	\$	3,000	
	Total Capital Expense	\$	-	\$	3,000	\$	3,000	\$ 3,00	00 \$	\$ 3,000	\$ 3,000	\$ 3,00	0 \$	3,000	\$	3,000	\$ 3,000	\$	3,000	\$	3,000	
Total Building Par	ks & Landscape Expenses	\$	70,996	\$	103,325	\$	120,399	\$ 103,05	51 \$	\$ 105,782	\$ 108,596	\$ 111,49	4 \$	114,479	\$	117,553	\$ 120,720) \$	123,981	\$	127,341	
MORAL COLUMN	.																					
WRA Administrati	on Expenses																					
	Daywell																					
08-680-610001	Payroll Salary reimbursement to GF	ċ	20,000	ċ	20,000	ċ	20,000	\$ 20,00	00 0	\$ 20,000	\$ 20,000	\$ 20,00	n ć	20,000	ċ	20,000	\$ 20,000	Ċ	20,000	ċ	20,000	
00-000-010001	Salary reimbursement to Gr	٦	20,000	۶	20,000	Ş	20,000	\$ 20,00	,U Ş	\$ 20,000	\$ 20,000	\$ 20,00	U 3	20,000	٦	20,000	\$ 20,000	۶ ,	20,000	Ş	20,000	
	Total Payroll	Ġ	20,000	Ġ	20,000	Ġ	20,000	\$ 20.00	10 6	\$ 20,000	\$ 20,000	\$ 20,00	n ś	20,000	Ġ	20,000	\$ 20,000	Ś	20,000	Ġ	20.000	
	Total Layron	7	20,000	, ,	20,000	7	20,000	7 20,00	,,	20,000	20,000	20,00	5	20,000	7	20,000	20,000	, ,	20,000	Ţ	20,000	
	Professional Services																					
08-680-630002	Legal & Professional	Ś	123,366	Ś	50,000	Ś	50,000	\$ 50,00	00 5	\$ 50,000	\$ 25,000	\$ 25,00	0 \$	25,000	Ś	25,000	\$ 25,000	Ś	25,000	Ś	25,000	
08-680-630005	Audit Expense	\$	-	\$	6,000	\$	6,000		_	\$ 6,000			0 \$	6,000	_	6,000			6,000		6,000	
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	Total Professional Services	\$	123,366	\$	56,000	\$	56,000	\$ 56,00	00 \$	\$ 56,000	\$ 31,000	\$ 31,00	0 \$	31,000	\$	31,000	\$ 31,000	\$	31,000	\$	31,000	
	Miscellaneous																					
08-680-635001	Miscellaneous Expense	\$	-	\$	30,000	\$	30,000	\$ 30,00	00 \$	\$ 30,000	\$ 30,000	\$ 30,00	0 \$	30,000	\$	30,000	\$ 30,000	\$	30,000	\$	30,000	
	Total Miscellaneous	\$	-	\$	30,000	\$	30,000	\$ 30,00	00 \$	\$ 30,000	\$ 30,000	\$ 30,00	0 \$	30,000	\$	30,000	\$ 30,000	\$	30,000	\$	30,000	
Total WRA Admin	Expenses	\$	143,366	\$	106,000	\$	106,000	\$ 106,00	00 \$	\$ 106,000	\$ 81,000	\$ 81,00	0 \$	81,000	\$	81,000	\$ 81,000) \$	81,000	\$	81,000	
Total WRA Expens	ses	\$	214,362	\$	209,325	\$	226,399	\$ 209,0	51 \$	\$ 211,782	\$ 189,596	\$ 192,49	4 \$	195,479	\$	198,553	\$ 201,720) \$	204,981	\$	208,341	
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Net Total WRA		\$	54,390	Ş	127,630	\$	166,263	\$ 187,48	38 \$	\$ 189,672	\$ 215,813	\$ 216,90	9 \$	217,958	\$	214,884	\$ 215,792	\$ \$	212,530	\$	213,286	