

TOWN OF WESTOVER HILLS

MINUTES

**Town Council Meeting
Tuesday, July 26, 2016**

Present:

Mayor Stephen L. Tatum
Mayor Pro Tem Kelly Thompson
Council Member Jack Koslow
Council Member John Thompson III

Staff Present:

Lyle Dresher, Town Administrator
Penny Spikes, Town Secretary
David Burgess, Police Chief
Tim Chambers, Public Works Director
Jack Thompson, Chief Building Official

Absent:

Council Member Marcus Snyder
Council Member Elliot Goldman

The meeting of the Town of Westover Hills Town Council commenced at 6:00 P.M. Tuesday, July 26, 2016, at the Westover Hills Town Hall pursuant to written notice posted Friday, July 22, 2016.

1. Call To Order.

With a quorum of Town Council Members present, Mayor Stephen Tatum called the meeting to order at 6:00 P.M.

2. Consider approval of the minutes of the Town Council Meeting of April 19, 2016.

Council Member Jack Koslow made the motion, seconded by Council Member John Thompson, that the minutes of the April 19, 2016, meeting be approved. The motion carried unanimously.

3. Consider approval of the minutes of the Special Town Council Meeting of May 20, 2016.

Council Member Jack Koslow made the motion, seconded by Council Member John Thompson, that the minutes of the May 20, 2016, Special meeting be approved as amended. The motion carried unanimously.

4. Consider approval of the minutes of the Town Council Meeting of June 21, 2016.

Council Member Jack Koslow made the motion, seconded by Council Member John Thompson, that the minutes of the June 21, 2016, meeting be approved. The motion carried unanimously.

5. Review of the Town Financial Statements for June, 2016.

Paul Kelsey, BDO, stated the water accrual year end adjustment cannot be determined until the max hour/max day numbers are received from Fort Worth in August or September.

6. Quarterly Investment Report: Review of the Town Quarterly Financial Report for Fiscal Quarter ending June 30, 2016.

Mr. Dresher, Town Administrator, stated the Town of Westover Hills began the quarter ending June 30, 2016, with a balance of \$1,976,367 and ended with \$1,578,775. The estimated yield was 0.52% for the General Fund and 0.53% for the Water Fund.

7. **CITIZENS FORUM: The opportunity for citizens to address the Town Council on any non-agenda item (limit of 5 minutes per person). In accordance with the TX Open Meetings Act, the Town Council cannot discuss a non-agenda item at this time.**

No residents addressed the Town Council.

8. **Development Agreement relating to Water Main Improvements on Westover Road: Consider approval of a Resolution approving a development agreement between the Town of Westover Hills and Q Development, LLC, relating to the improvement of approximately 1050 linear feet of 12-inch water main along a portion of Westover Road.**

Lyle Dresher, Town Administrator, explained that Q Development is not prepared to sign the contract at this time and requested this agenda item tabled until the August meeting.

Council Member John Thompson made the motion, seconded by Council Member Jack Koslow, to table the August Council meeting. The motion carried unanimously.

9. **Adoption of Town Code of Ordinances: Consider approval of an ordinance adopting and enacting a new Code of Ordinances; providing for a repeal of certain ordinances; providing for a penalty for violations thereof; providing for the amendment of such code; and providing an effective date.**

Lyle Dresher, Town Administrator, stated that Franklin Publishing finalized the Code of Ordinances as directed by Town Council and prepared a Town Ordinance adopting the Code of Ordinances as discussed. Following the adoption, Franklin Publishing will provide several hard copies and prepare the web version for the Town's website.

Council Member Jack Koslow made the motion, seconded by Council Member Kelly Thompson, to approve Ordinance No. 16-04 adopting the Town of Westover Hills Code of Ordinances. The motion passed unanimously.

10. **Property Tax Appraisals: Discuss and consider approval of a Resolution urging the Tarrant Appraisal District to exhibit fair and equitable treatment of property taxpayers in the Town of Westover Hills.**

Mayor Stephen Tatum stated the item will be tabled until the August meeting when the entire Council will be in attendance.

11. **Update on Town Security Camera project.**

Lyle Dresher, Town Administrator, explained the Town security cameras are presently overheating and not operational. Fans have been purchased and will be installed the upcoming week.

12. **FY 2017 Annual Budget: Review and discuss preliminary FY 2017 annual budget.**

Lyle Dresher, Town Administrator, stated the Certified Net Taxable Value received July 25, 2016, from the Tarrant Appraisal District is \$517,796,788, a 0.3% decrease compared to last year. The

Town Administrator commented that the proposed FY 2017 General Fund budget included a 2.5% cost-of-living adjustment for all employees, an estimated 15% increase in employee healthcare costs (that the Town did not experience an increase in insurance cost in FY2016), a \$20,000 increase in Police Department overtime and a new police patrol vehicle for \$50,000. Water and wastewater revenue forecast is projected to be consistent with current year anticipated demand, while the water purchase costs are projected to decrease by 3.02% and wastewater collection fees are projected to decrease by 2.25%. FY2017 General Fund reserve balance was estimated at approximately 70 days vs preferred 90 days of operating expenditures, while the Water Utility Fund was projected to exceed the preferred 90 days.

13. TOWN COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS AND/OR REPORTS.

No requests.


14. Adjournment.

There being no further business to discuss, Mayor Stephen Tatum adjourned the meeting at 7:53 P.M.

Approved:



Penny Spikes
Town Secretary



Stephen L. Tatum
Mayor