



**MINUTES
OF THE
MEETING OF THE
BENBROOK CITY COUNCIL
THURSDAY, APRIL 7, 2016**

The regular meeting of the Benbrook City Council was held on Thursday April 7, 2016 at 7:30 p. m. in the Council Chambers at 911 Winscott Road with the following Council members present:

Jerry Dittrich
Renee Franklin
Larry Marshall
Rickie Allison
Mark Washburn
Ron Sauma

Also Present:

Andy Wayman, City Manager
Dave Gattis, Deputy City Manager
Joanna King, City Secretary
Tommy Davis, Fire Chief

Others Present:

Ed Gallagher, Planning Director
Bill Smith
Members of Boy Scout Troop 720
Andrew Evans
Briggs Kelly
Porter Phillips
Jaiden Patel
Matthew Lovl
David Mayberry
Dan Cooper, Scout Master
and 7 other citizens

I. CALL TO ORDER

Meeting called to order at 7:30 p. m. by Mayor Dittrich.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Invocation given by Mayor Pro-Tem Rickie Allison.
The Pledge of Allegiance was recited.

III. MINUTES

1. Minutes of the Regular Meeting held March 17, 2016

Motion by Dr. Marshall, seconded by Mr. Allison to approve the minutes of the regular meeting held March 17, 2016.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mayor Dittrich, Mr. Allison, Mr. Washburn, Mr. Sauma

Noes: None

Motion carries unanimously.

IV. PRESENTATION BY TAX INCREMENT FINANCE DISTRICT BOARD OF DIRECTORS

TIF-2016-02 Ratify Engineering Contracts with Dunaway Associates, LP for Benbrook Towne Crossing (Benbrook Field) Project

- a. General Engineering Consulting Services for Vista Way, Benbrook Field Drive, and Mercedes Street Access Drive
- b. General Engineering Consulting Services for Floodplain Services for Vista Way and Walnut Creek

Dave Gattis Gave the following report: The Tax Increment Financing Board approved the First Amendment to the Developer Participation Agreement for Benbrook Towne Crossing Project on November 30, 2015. The City Council subsequently ratified the First Amendment at their February 4, 2016 meeting.

The next step in the process is to authorize the engineering contracts to begin design of the various components, including Vista Way. City Staff negotiated contracts with Dunaway Associates for the work, based on their previous experience on the project.

The project was split into two contracts, one for the general engineering services for which the TIF is responsible, and one for the floodplain study which is split between the TIF and the Developer.

1. The General Engineering contract includes the design, surveying, permitting, right-of-way and easement services, bidding, and construction monitoring for Vista Way and utilities, Benbrook Field Drive and utilities, and the two access driveways. The TIF is responsible for 100% of the cost of this contract, which has a maximum fee of \$441,298.
2. The Floodplain Engineering contract includes analysis of floodplain impacts on Walnut Creek resulting from the Vista Way construction, as well as for future development by the Developer across and upstream on Walnut Creek. The intent is to accurately delineate the areas that may be

developed. The TIF and the Developer will split the cost evenly on this contract, which has a maximum fee of \$89,420.

Both contracts are set up as an hourly cost basis with a maximum fee, so that any savings incurred during the project will benefit the TIF. The TIF has sufficient funds available to pay for the engineering costs. No City funds will be used.

The TIF Board voted to approve the contracts on March 22, 2016.

Motion by Mr. Allison, seconded by Ms. Franklin to ratify the engineering contracts with Dunaway Associates, LP for the Benbrook Towne Crossing Project.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Allison, Mayor Dittrich, Mr. Washburn, Mr. Sauma

Noes: None

Motion carries unanimously.

V. REPORTS FROM CITY MANAGER

A. GENERAL

G-2235 Approve Interlocal Agreement with Tarrant County Inter-Jurisdictional Emergency Management Program

Tommy Davis gave the following report: The Texas Local Government Code allows cities to enter into interlocal agreements for the purpose of jointly performing governmental functions.

Benbrook has requested to enter into an interlocal agreement with Tarrant County for participation in the Inter-Jurisdictional Emergency Management Program (I-JEMP). The I-JEMP allows Benbrook to join a group of Tarrant County cities for emergency management planning and coordination under the leadership of the Tarrant County Emergency Management Office. For many years, City Staff has written and maintained a separate emergency management plan. Through the I-JEMP, Tarrant County and other member cities have established similar programs for comprehensive emergency management including mitigation, preparedness, response and recovery.

Joining the I-JEMP eliminates redundant annual updates currently undertaken by Benbrook, saving significant Staff time. In addition, the I-JEMP leverages the combined resources of the cities and Tarrant County. The program includes the preparation and maintenance of an inter-jurisdictional emergency management plan for the City of Benbrook and Tarrant County.

There is no cost to join the program.

Motion by Mr. Washburn, seconded by Dr. Marshall to approve the interlocal agreement with Tarrant County for the Inter-Jurisdictional Emergency Management Program.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Allison, Mayor Dittrich, Mr. Washburn, Mr. Sauma

Noes: None

Motion carries unanimously.

G-2236 Approve Interlocal Cooperation Contract with North Central Texas Trauma Regional Advisory Council

Tommy Davis gave the following report: The Texas Local Government Code allows cities to enter into interlocal agreements for the purpose of jointly performing governmental functions.

The North Central Texas Trauma Regional Advisory Council administers a grant program on behalf of the Texas Department of State Health Services to provide evacuation trailers to strategic public safety partners. The City of Benbrook has requested to enter into an interlocal cooperation contract with the North Central Texas Trauma Regional Advisory Council to participate in the Evacuation Trailer Project. Program participation provides Benbrook with a fully equipped/stocked evacuation trailer for use in the event of a catastrophic event. There is no charge for the trailer.

Once granted, the City holds title to the trailer and is responsible for its maintenance, upkeep and insurance. The cost to maintain and insure the trailer is minimal.

Motion by Mr. Sauma, seconded by Mr. Allison to approve the interlocal cooperation contract with the North Central Texas Trauma Regional Advisory Council for participation in the Evacuation Trailer Project.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Allison, Mayor Dittrich, Mr. Washburn, Mr. Sauma

Noes: None

Motion carries unanimously.

G-2237 Approve Development Agreement regarding annexation of HOG Management. Limited, et al, property (992.72-acre Helen Groves Tract)

Dave Gattis gave the following report: As part of the boundary adjustment with the City of Fort Worth that was completed in October 2014, two properties were too large to transfer automatically into Benbrook's corporate limits. In accordance with State law, both properties were notified by letter in August 2015 of the opportunity to enter into a Development Agreement whereby the City agrees not to annex for five years so long as the property remains in agricultural use. The 35.44-acre Ludie property near the I-20/Aledo Road intersection did not respond by the required deadline, and the City annexed that property in November 2015.

Legal representatives of the 992.72-acre Helen Groves tract contacted the City and requested a 90-day delay to consider their options. In December, the Groves attorney advised that they wished to exercise the Development Agreement option. Staff and the City Attorney negotiated the terms of the Agreement during the period from December through February, and the landowner secured the necessary signatures in March.

The Agreement provides that the City will not annex the property for a period of five years, provided that the property is undeveloped and remains in agricultural use. If the owners sell a portion of the property and subdivide it, that part will be annexed. At the end of five years, the entire property will be annexed, unless there is a reason that both parties want to extend the Development Agreement.

Motion by Mr. Washburn, seconded by Mr. Sauma to approve the Development Agreement with HKS Management, Limited and authorize the Mayor to execute the agreement.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Allison, Mayor Dittrich, Mr. Washburn, Mr. Sauma

Noes: None

Motion carries unanimously.

VI. INFORMAL CITIZEN COMMENTS

VII. COUNCIL MEMBER AND STAFF COMMENTS

Councilmember Franklin expressed appreciation to Benbrook Chick fil-a, all area Chick Fil-a's, Benbrook Police Officer, Benbrook Firefighters and citizens for the support and contributions provided during the Fort Worth Police Officer Pearce fund raiser. She advised the check from the event will be presented to the family on Wednesday, April 13, 2016.

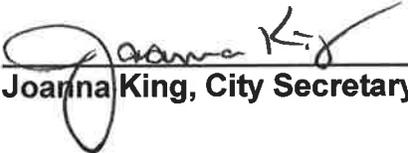
VIII. ADJOURNMENT

Meeting adjourned at 7:50 p.m.

APPROVED:


Rickie B. Allison, Mayor Pro-Tem

ATTEST:


Joanna King, City Secretary