



**MINUTES  
OF THE  
MEETING OF THE  
BENBROOK CITY COUNCIL  
THURSDAY, AUGUST 4, 2016**

The regular meeting of the Benbrook City Council was held on Thursday August 4, 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  
Jim Wilson  
Mark Washburn

**Also Present:**

Andy Wayman, City Manager  
Dave Gattis, Deputy City Manager  
Donna Savage, Deputy City Secretary  
Sherri Newhouse, Finance Director  
Bennett Howell, Public Services Director

**Others Present:**

Ed Gallagher, Planning Director  
James Mills, Police Chief  
Maddie Schwartz, Accounting Supervisor  
Alex Busken, Management Analyst  
Bill Smith  
Caroline Lausch  
Pat Dunkin  
Allen Manchack  
Donna Morrison  
Jennifer Harper  
Vicky Watson  
Corky Baird  
and 27 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 Bill Smith.  
The Pledge of Allegiance was recited.

### **III. MINUTES**

#### **1. Approve Minutes of the Regular Meeting held July 21, 2016**

Motion by Dr. Marshall, seconded by Mr. Washburn to approve the minutes of the regular meeting held July 21, 2016.

Vote on the Motion:

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

Noes: None

Motion carries unanimously.

### **IV. CITIZEN PRESENTATION**

#### **1. 4PAWS – Caroline Lausch – Speaking on proposed budget**

Caroline Lausch with 4PAWS gave a PowerPoint presentation on including a new animal shelter in the proposed budget.

### **V. PRESENTATION BY MAYOR AND MEMBERS OF CITY COUNCIL**

#### **CC-2016-05 Reschedule October 6, 2016 regular City Council meeting**

Motion by Ms. Franklin, seconded by Mr. Washburn to reschedule the October 6, 2016 regular City Council meeting to Monday, October 3, 2016.

Vote on the Motion:

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

Noes: None

Motion carries unanimously.

## VI. REPORTS FROM CITY MANAGER

### A. GENERAL

#### **G-2254 Accept 2016 Certified Appraisal Roll, set Anticipated Collection Rate, and appoint an officer to calculate the Effective Tax Rate and Roll Back Tax Rate**

Sherri Newhouse gave the following report: Staff received the 2016 Certified Appraisal Roll from the Tarrant Appraisal District (TAD) on Monday, July 25, 2016. The report "Information on the 2016 Appraisal Roll" contains the State-mandated information on appraised value, adjustments, exemptions, and the taxable value of property.

To comply with "Truth-in-Taxation" (TNT) requirements of Texas Law, the City Council must accept the Certified Appraisal Roll as presented by TAD, set the anticipated collection rate for 2016-17, and appoint an officer to calculate and publish the Effective Tax Rate (ETR) and the Roll Back Tax Rate (RTR).

Preliminary calculations indicate that the City Council will not be required to take a roll call vote to increase property tax revenues if we maintain the current tax rate or to set an anticipated tax rate.

The "Information on the 2016 Certified Appraisal Roll" indicates that the City of Benbrook will realize a net increase in current property tax revenue of approximately 2.73 percent or about \$303,266.

Motion by Ms. Franklin, seconded by Dr. Marshall to accept the 2016 Certified Appraisal Roll, set the Anticipated Collection Rate at 100% and appoint Sherri Newhouse as the officer to calculate the Effective Tax Rate and Roll Back Tax Rate.

Vote on the Motion:

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

Noes: None

Motion carries unanimously.

#### **G-2255 Accept Hotel/Motel Tax Report for period ending June 30, 2016**

Sherri Newhouse gave the following report: Revenues for the City's hotel/motel occupancy tax fund totaled \$25,508 for the quarter beginning April 1, 2016 and ending June 30, 2016. Revenue from the hotel/motel occupancy tax totaled \$25,265. The remainder of the revenue was realized from interest income and the sale of apparel.

Expenses for this quarter totaled \$51,039. The City Visitor Center expenditures were \$28,132. Payments to Benbrook's hotel and motels for promotion of Benbrook were \$21,600. The Benbrook Area Chamber of Commerce was reimbursed \$1,000 for promotional services. Other expenses were \$307.

For the third quarter of the 2015-16 fiscal year, the fund balance for the hotel/motel occupancy tax fund decreased by \$25,531 from \$304,019 to \$278,488.

For the 2015-16 fiscal year, total revenues of \$85,895 were exceeded by year-to-date expenditures of \$117,309 by \$31,414.

Motion by Ms. Franklin, seconded by Dr. Marshall to accept the Hotel/Motel Tax Report for the period ending June 30, 2016.

Vote on the Motion:

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

Noes: None

Motion carries unanimously.

**G-2256 Adopt Ordinance amending Chapter 15 of the Benbrook Municipal Code by adopting the 2015 Editions of the International Building Code, International Residential Code, International Fire Code, International Plumbing Code, International Mechanical Code, International Fuel Gas Code, and International Energy Conservation Code.**

Dave Gattis gave the following report: The City of Benbrook currently operates under the 2012 International Code Council series that includes the following:

- 2012 International Building Code
- 2012 International Residential Code
- 2012 International Fire Code
- 2012 International Plumbing Code
- 2012 International Mechanical Code
- 2012 International Fuel Gas Code
- 2012 International Energy Conservation Code and the
- 2014 National Electrical Code

along with regional and/or local amendments.

Staff is proposing adopting of the 2015 ICC Family of Codes along with regional and/or local amendments. Changes to those codes include:

## Building Code

- More consistent with the other codes in the series.
- Wind load design changed from minimum 90 mph to minimum 115 mph for residential and commercial buildings.
- Recommended NCTCOG regional amendments and local amendments reflecting changes that are in conflict with regional and local construction practices.

## Residential Code

- Requires smoke alarms in all homes with any type of building permit issued.
- Requires carbon monoxide detectors in all homes with fuel-fired appliances or attached garages with any type of building permit issued.
- Additional revisions to the wind/wall bracing requirements.
- Continue regional and local amendments affecting water heater installations, swimming pools and fence requirements.

## Plumbing Code

- Revised minimum number of fixtures for several group uses (mainly commercial buildings).
- Additional material (insulation) requirements to meet new energy code requirements.
- More consistent with new state, regional and local regulations and the building and residential codes.
- Continue local amendments regarding additional requirements for water heater installation.

## Mechanical & Fuel Gas Code

- Minor adjustments to openings for combustion, ventilation and dilution air for fuel-fired appliances.
- Minimum access requirements for appliances or equipment installed in attic spaces, roofs or elevated structure due to energy code requirements.
- Mandatory duct testing.

## Energy Conservation Code

- Enhanced energy efficiency standards for both residential and commercial buildings.
- Energy Rating Index (ERI) is a new compliance method with a minimum score of 65.
- Mandatory blower door testing and duct testing of residential buildings.
- Energy compliance software (IC3) has been upgraded for new codes.

## Energy Code

- Increased locations for arc-fault circuit interrupters in residential buildings.
- Increased locations for ground-fault circuit interrupters in residential and commercial buildings.
- Mandatory installation of tamper-resistant outlets.

Motion by Mr. Allison, seconded by Ms. Franklin to adopt Ordinance No. 1396 amending Chapter 15 of the Benbrook Municipal Code.

Vote on the Motion:

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

Noes: None

Motion carries unanimously.

**Ordinance No. 1396 being "AN ORDINANCE AMENDING CHAPTER 15 OF THE BENBROOK MUNICIPAL CODE (1985), AS AMENDED, BY ADOPTING THE 2015 EDITION OF THE INTERNATIONAL BUILDING CODE AND LOCAL AMENDMENTS; ADOPTING THE 2015 EDITION OF THE INTERNATIONAL RESIDENTIAL CODE AND LOCAL AMENDMENTS; ADOPTING THE 2015 EDITION OF THE INTERNATIONAL ENERGY CONSERVATION CODE AND LOCAL AMENDMENTS; ADOPTING THE 2015 EDITION OF THE INTERNATIONAL PLUMBING CODE AND LOCAL AMENDMENTS; ADOPTING THE 2015 EDITION OF THE INTERNATIONAL FUEL GAS CODE AND LOCAL AMENDMENTS; ADOPTING THE 2015 EDITION OF THE INTERNATIONAL FIRE CODE AND LOCAL AMENDMENTS; AND ADOPTING THE 2015 EDITION OF THE INTERNATIONAL MECHANICAL CODE AND LOCAL AMENDMENTS; PROVIDING FOR THE MODIFICATION OF THE CODES TO INCORPORATE LOCAL AMENDMENTS; PROVIDING FOR THE RECORDING OF THE BUILDING, RESIDENTIAL, ELECTRICAL, ENERGY CONSERVATION, PLUMBING, FUEL GAS, FIRE, AND MECHANICAL CODES AS A PUBLIC RECORD; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY FOR VIOLATIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN PAMPHLET FORM; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE."**

**G-2257      Adopt Ordinance amending Speed Limit on RM 2871 between the City limit line and Benbrook Boulevard (U.S. Highway 377) and portions of Jerry Dunn Parkway and Whitestone Ranch Road**

Bennett Howell gave the following report: On February 16, 2016, the City of Benbrook made a request to Texas Department of Transportation (TXDOT) to

reduce the speed limit on RM 2871 between Hwy 377 and the city limits. The request is due to the new elementary school currently under construction at RM 2871 and Jerry Dunn Pkwy and further developments in Benbrook and Fort Worth that will affect the traffic on RM 2871.

For the new elementary school, neither the City nor TXDOT is recommending a school zone to be placed on RM 2871 at Jerry Dunn Pkwy because there is a traffic signal at the cross walk which will allow children to cross RM 2871. However, the City is requesting the speed limit to be reduced in the area to slow traffic down on RM 2871 near the school. Developments are under construction in Benbrook and Fort Worth that will increase the traffic on RM 2871 so a reduced speed limit is in order.

On April 1, 2016, TXDOT performed a speed zone study along RM 2871 and results indicated the following speed limit reductions:

- Hwy 377 to Locksley Drive from 55 mph to 40 mph
- Locksley Drive to City Limits from 55 mph to 45 mph

The Fort Worth Independent School District has requested a school zone along Jerry Dunn Parkway in front of the new elementary school and conducted an engineering study to support the request.

Motion by Mr. Wilson, seconded by Dr. Marshall to adopt Ordinance No. 1397 amending the speed limit on RM 2871 between the City limits line and Benbrook Boulevard and portions of Jerry Dunn Parkway and Whitestone Ranch Road.

Vote on the Motion:

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

Noes: None

Motion carries unanimously.

**VII. INFORMAL CITIZEN COMMENTS**

**VIII. COUNCIL MEMBER AND STAFF COMMENTS**

**IX. ADJOURNMENT**

Meeting adjourned at 8:10 p.m. followed by a worksession to discuss the budget for FY 2016-2017.

APPROVED:  
  
Jerry B. Dittrich, Mayor

**ATTEST:**

  
Joanna King, City Secretary