

**AGENDA
BENBROOK CITY COUNCIL
THURSDAY, APRIL 18, 2019
911 WINSCOTT ROAD, BENBROOK, TEXAS
PRE-COUNCIL WORKSESSION 7:15 P.M.
1. Review and discuss agenda items for regular meeting
REGULAR MEETING 7:30 P.M.
COUNCIL CHAMBERS
ALL AGENDA ITEMS ARE SUBJECT TO FINAL ACTION**

I. CALL TO ORDER

II. INVOCATION

Invocation To Be Given By Pastor Gary Oliver With Tabernacle Of Praise

PLEDGE OF ALLEGIANCE

III. MINUTES

1. Approve Minutes Of The Regular Meeting Held April 4, 2019

Documents:

[CC MINUTES-04-04-19.PDF](#)

IV. PROCLAMATIONS/AWARDS/RECOGNITION

1. Proclamation – Motorcycle Safety And Awareness Month – Chris Everitt

V. REPORTS FROM CITY MANAGER

A. GENERAL

G-2406 Accept Finance Report For Period Ending March 31, 2019

Documents:

[G-2406 FINANCE REPORT MAR 2019.PDF](#)
[G-2406 REVENUE CHART MAR 2019.PDF](#)
[G-2406 EXPENDITURE CHART MAR 2019.PDF](#)
[G-2406 SALES TAX COMPARISON MAR 2019.PDF](#)

VI. INFORMAL CITIZEN COMMENTS

State Law Prohibits Any Deliberation Of Or Decisions Regarding Items Presented In Informal Citizen Comments. City Council May Only Make A Statement Of Specific Information Given In Response To The Inquiry; Recite An Existing Policy; Or Request Staff Place The Item On An Agenda For A Subsequent Meeting. The Exception To Informal Comments Is That Once An Election Date Has Been Set By City Council Comments Relative To Elections Will Not Be Broadcast On The City's Cable Channel. However, A Copy Of The Tape Containing Citizens' Comments Will Be Available At City Hall For Review Or Purchase By Interested Citizens

VII. COUNCIL MEMBER AND STAFF COMMENTS

Announcements From City Councilmembers And City Staff May Be Made For Items To Include: Expression Of Thanks; Congratulations; Condolence; Recognition Of Public Officials, Employees Or Citizens; Information Regarding Holiday Schedules; Reminders Of Community Events Or Announcements Involving An Imminent Threat To The Public Health And Safety Of The Municipality That Has Arisen After The Posing Of The Agenda. No Discussion Or Formal Action May Be Taken On These Items At This Meeting

VIII. ADJOURNMENT



**MINUTES
OF THE
MEETING OF THE
BENBROOK CITY COUNCIL
THURSDAY, APRIL 4, 2019**

The regular meeting of the Benbrook City Council was held on Thursday April 4, 2019 at 7:30 p. m. in the Council Chambers at 911 Winscott Road with the following Council members present:

Jerry Dittrich, Mayor
Renee Franklin
Larry Marshall
Dustin Phillips
Jim Wilson
Laura Mackey
Ron Sauma

Also Present:

Andy Wayman, City Manager
Joanna King, City Secretary
Jim Hinderaker, Assistant City Manager
Bennett Howell, Public Services Director
Amanda Valdez, Management Analyst

Others Present:

Bill Smith
Rickie Allison

I. CALL TO ORDER

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

II. INVOCATION/PLEDGE OF ALLEGIANCE

Invocation given by Pastor Seth Wigington of Restoration Family Church.
The Pledge of Allegiance was recited.

III. MINUTES

1. Minutes of the regular meeting held March 21, 2019

Motion by Dr. Marshall, seconded by Mr. Sauma to approve the minutes of the regular meeting held March 21, 2019.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Phillips, Mayor Dittrich, Mr. Wilson, Ms. Mackey, Mr. Sauma

Noes: None

Motion carries unanimously.

IV. PROCLAMATION/AWARD/RECOGNITION

1. Proclamation – Child Abuse Prevention Month

Mayor Dittrich presented the Proclamation for Child Abuse Prevention Month to Shellie McMillon, Director of Community Engagement with Alliance for Children.

V. PRESENTATION BY MAYOR AND MEMBERS OF CITY COUNCIL

CC-2019-01 Reschedule July 4, 2019 regular City Council meeting date

Motion by Dr. Marshall, seconded by Ms. Franklin to reschedule the July 4, 2019 regular City Council meeting to July 2, 2019.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Phillips, Mayor Dittrich, Mr. Wilson, Ms. Mackey, Mr. Sauma

Noes: None

Motion carries unanimously.

VI. PRESENTATION BY PLANNING AND ZONING COMMISSION

PZ-2019-01 ZTA-19-01

**Adopt Ordinance amending Title 17 – Zoning of the Benbrook Municipal Code, as amended, by amending Additional Design Requirements of:
Chapter 17.28 – “SD” Suburban District, Section 17.28.032;
Chapter 17.32 – “RE” Residential Estate District, Section 17.32.032;
Chapter 17.36 – “A” One-Family District, Section 17.36.032;
Chapter 17.40 – “B” One-Family District, Section 17.40.032; and
Chapter 17.44 – “BR” One-Family Reduced District, Section 17.44.032 to allow the minimum roof pitch for a principal residential addition to match the predominant roof pitch of the existing principal residential building;
and amending Additional Design Requirements of:**

Chapter 17.48 – “CR” Multiple-Family Restricted District, Section 17.48.032 to allow for a minimum roof pitch of 4:12 for standing seam metal roofs to meet the same material standards as the one-family zoning districts and to allow the minimum roof pitch for a principal residential addition to match the predominant roof pitch of the existing principal residential building

Jim Hinderaker gave the following report: In January of 2011, City Council approved Ordinance No. 1314 requiring a 7:12 minimum roof pitch for all principal residential buildings, including additions, unless a Meritorious Exception granting a lesser roof pitch was approved by the Planning and Zoning Commission. Subsequently, City Council adopted Ordinance No. 1350 in July 2013 and Ordinance No. 1412 in August 2017 reducing the 7:12 minimum roof pitch standard to 4:12 for tile roofs and standing seam metal roofs, respectively.

Since 2011, the Planning and Zoning Commission has considered 13 Meritorious Exceptions from homeowners seeking relief from the 7:12 minimum roof pitch standard. The Planning and Zoning Commission has granted all 13 requests for relief. Based on their consistent approval action, staff suggests that proposed home additions to existing residential single-family homes should not be subject to the minimum 7:12 roof pitch standard but rather be allowed to match the existing predominant roof pitch of the home. The proposed amendment grants said relief and will thus reduce wait times for building permit approval and issuance by eliminating the now required Meritorious Exception step.

Mayor Dittrich opened the public hearing at 7:41 p.m. No one spoke to the item. Mayor Dittrich closed the public hearing at 7:42 p.m.

Motion by Jim Wilson, seconded by Dustin Phillips to adopt Ordinance No. 1440 amending Title 17 – Zoning of the Benbrook Municipal Code revising residential minimum roof pitch standards.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Phillips, Mayor Dittrich, Mr. Wilson, Ms. Mackey, Mr. Sauma

Noes: None

Motion carries unanimously.

VII. REPORTS FROM CITY MANAGER

A. CONTRACT

C-323 Award Contract to Reytech Services, LLC for the Chapin and Van Deman Drainage Projects

Bennett Howell gave the following report: The Chapin Drainage Project will replace the existing corrugated metal arch pipe culvert with a 140-ft. long reinforced concrete box culvert and plunge pool. The sides will include concrete riprap and reinforced turf mat to control erosion. To avoid disruption of school traffic, the project is scheduled to be completed over the summer months (60 days). The road will remain open for most of the construction period but full road closure with detours will be required intermittently.

The Van Deman Drainage Project includes construction of a 135-ft. of storm drain, a concrete flume, water line relocation and ditch grading. The road will remain open to two-way traffic during the project, but intermittent lane closures will occur.

Bids were received and opened on March 13, 2019. Reytech Services, LLC submitted the low bid of \$412,404.47. The company has successfully completed a number of past projects for Benbrook. A current review of their references continues to be favorable.

The Stormwater Utility Fund will fund this project.

Motion by Ms. Franklin, seconded by Mr. Wilson to award Reytech Services, LLC the contract for the Chapin and Van Deman Drainage Projects for \$412,404.47 to be funded from the Stormwater Utility Fund.

Vote on the Motion:

Ayes: Ms. Franklin, Dr. Marshall, Mr. Phillips, Mayor Dittrich, Mr. Wilson, Ms. Mackey, Mr. Sauma

Noes: None

Motion carries unanimously.

VIII. INFORMAL CITIZEN COMMENTS

IX. COUNCIL MEMBER AND STAFF COMMENTS

X. ADJOURNMENT

Meeting adjourned at 7:52 p.m.

APPROVED:

Jerry B. Dittrich, Mayor

ATTEST:

Joanna King, City Secretary



City of Benbrook

CITY COUNCIL COMMUNICATION

DATE: 4/18/19	REFERENCE NUMBER: G-2406	SUBJECT: Accept finance report for period ending March 31, 2019	PAGE: 1 of 2
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GENERAL FUND

General Fund revenues for the month of March were \$1,373,626. Property tax collections were \$157,185, and franchise fees were \$796,365. Sales tax collected and recognized as revenue in March 2019 was \$193,520. A separate summary of sales tax revenue collections is provided for informational purposes. General Fund revenues collected through the end of March were \$15,053,378 or 74.4 percent of the budget.

General Fund expenditures for the month of March were \$2,214,565, which includes the transfer of \$920,000 to the Capital Asset Replacement fund for the new 800mhz radio system. The net balance between the budgeted transfer of \$920,000 and the project cost (with grants) of \$556,260 will be utilized for future capital asset replacements per the Capital Improvement Plan. Expenditures through March were \$9,958,261 or 47.4 percent of the adopted budget.

Fiscal year-to-date, total General Fund revenues of \$15,053,378 exceeded General Fund expenditures of \$9,958,261 by \$5,095,117.

DEBT SERVICE

Debt Service revenues for the month of March totaled \$8,409 and are all from property tax. There were no expenditures for March. The next debt service payments will occur in July 2019.

EDC

EDC revenues as of March 31, 2019, were \$1,421,505. Most of the revenue was from the sale of land. EDC expenditures through the end of March were \$326,231. Total revenues exceeded total expenditures by \$1,095,274.

CAPITAL PROJECTS

Total revenues received through March 31, 2019 were \$1,106,224 from Stormwater Utility fees, mineral lease revenue, and interest earnings. Total expenditures for the Capital Projects Fund were \$2,577,810 through the end of March 2019. March expenditures were for the following projects: Plantation West Drainage, Van Deman Road Drainage, Vista Way, Clearfork Emergency Access Bridge, and Animal Shelter. Total expenditures exceeded total revenues by \$1,471,586. Sufficient funds are available in the current fund balances of the Capital Projects Fund. This fund operates on a project basis rather than a specific fiscal year.

SUBMITTED BY:	DISPOSITION BY COUNCIL: <input type="checkbox"/> APPROVED <input type="checkbox"/> OTHER (DESCRIBE)	PROCESSED BY: CITY SECRETARY
CITY MANAGER		DATE:

DATE: 4/18/19	REFERENCE NUMBER: G-2406	SUBJECT: Accept finance report for period ending March 31, 2019	PAGE: 2 of 2
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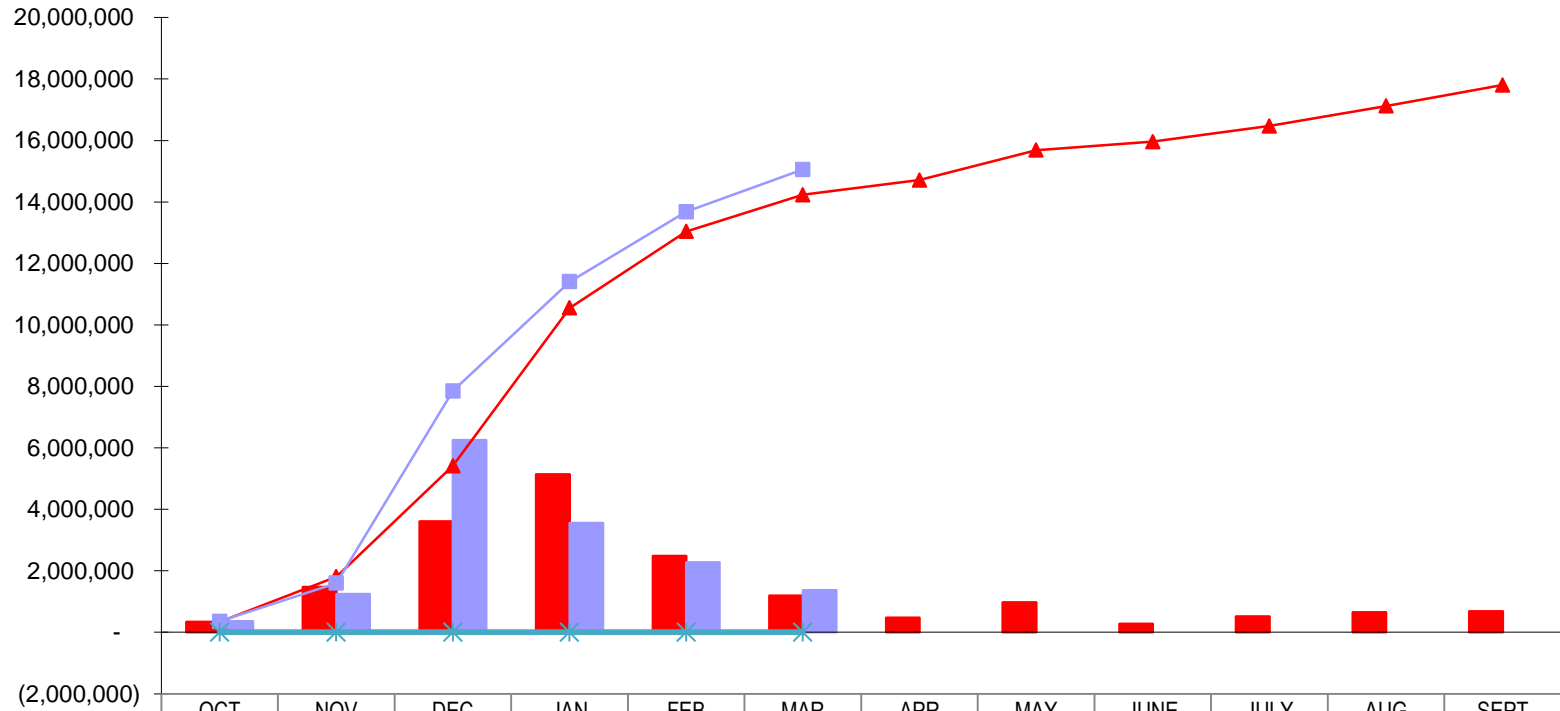
CASH & INVESTMENTS

On March 31, 2019, the City had \$21,384,280 invested at varying interest rates; the EDC had \$5,861,163 available.

RECOMMENDATION

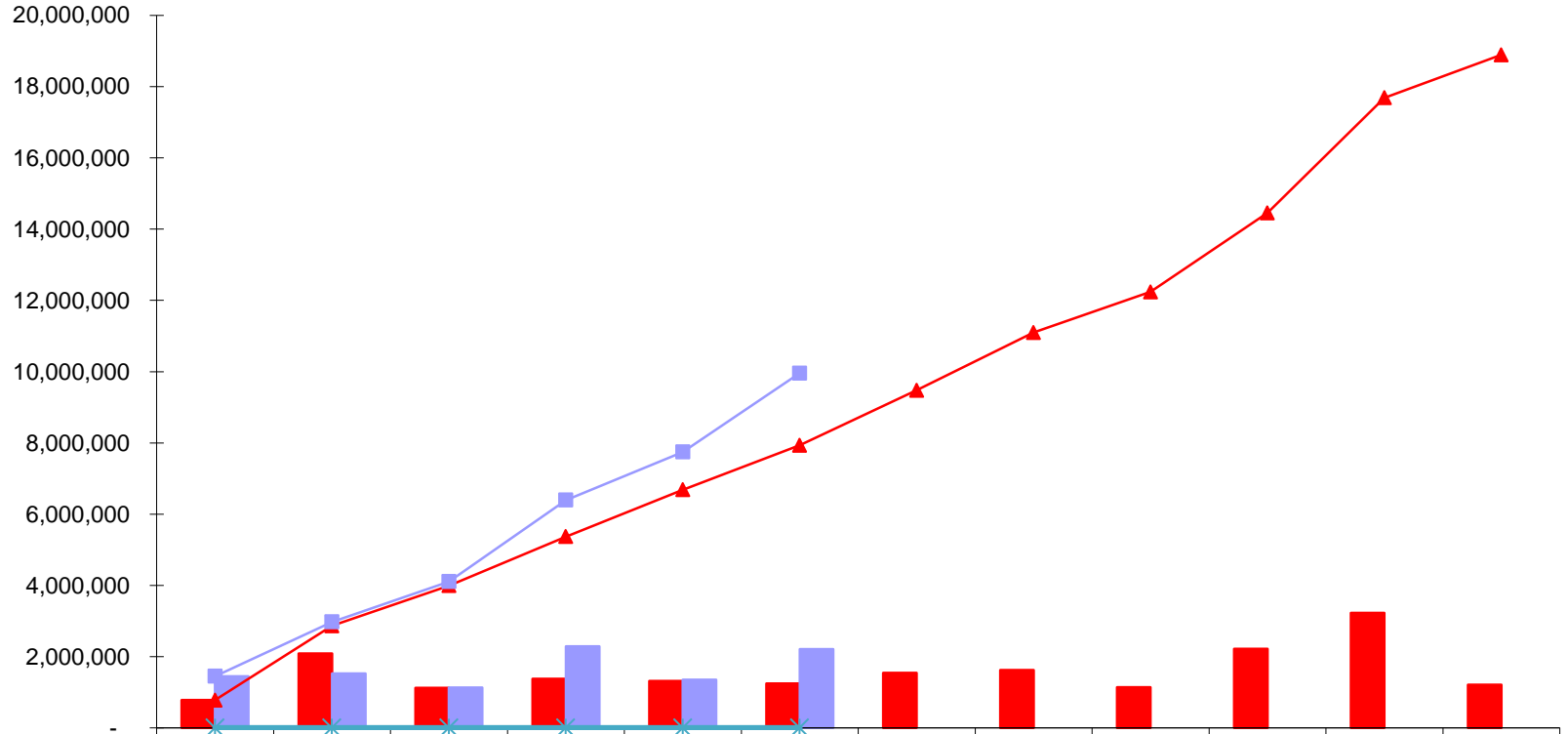
Staff recommends that City Council accept the finance report for the period ending March 31, 2019.

General Fund Revenue Trend Comparison



	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT
■ 2017-18	337,614	1,469,706	3,608,527	5,139,266	2,485,752	1,194,686	476,803	974,077	273,484	510,504	650,367	683,007
■ 2018-19	358,790	1,242,504	6,252,635	3,554,621	2,271,202	1,373,626						
▲ YTD 2017-18	337,614	1,807,320	5,415,847	10,555,113	13,040,866	14,235,552	14,712,355	15,686,432	15,959,916	16,470,419	17,120,787	17,803,794
■ YTD 2018-19	358,790	1,601,295	7,853,930	11,408,550	13,679,752	15,053,378						
✱ % Increase 17-18 to 18-19	6.27%	-11.40%	45.02%	8.09%	4.90%	5.74%						

General Fund Expenditure Trend Comparison

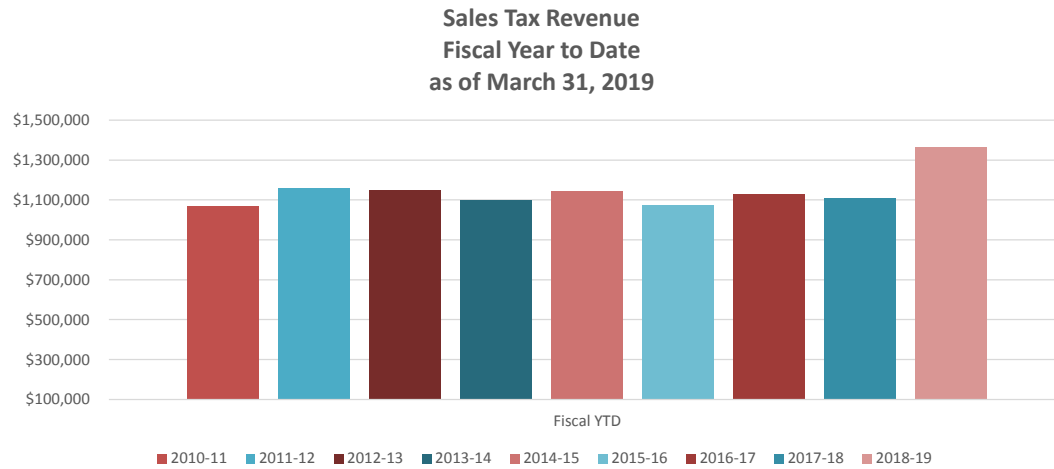


	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT
■ 2017-18	777,908	2,089,129	1,125,744	1,374,833	1,317,660	1,248,670	1,542,116	1,622,915	1,139,091	2,217,153	3,229,232	1,208,595
■ 2018-19	1,448,926	1,527,703	1,128,837	2,287,202	1,351,028	2,214,565						
▲ YTD 17-18	777,908	2,867,036	3,992,780	5,367,613	6,685,273	7,933,943	9,476,059	11,098,974	12,238,065	14,455,218	17,684,450	18,893,046
■ YTD 18-19	1,448,926	2,976,628	4,105,465	6,392,667	7,743,695	9,958,261						
✳ % Change 2017-18 to 2018-19	86.26%	3.82%	2.82%	19.10%	15.83%	25.51%						

**City of Benbrook
Sales Tax Analysis
March 31, 2019**

Fiscal Year	Fiscal YTD	October	November	December	January	February	March	April	May	June	July	August	September	Annual Total
2010-11	\$ 1,067,938	\$ 212,494	\$ 161,967	\$ 160,492	\$ 199,141	\$ 190,084	\$ 143,760	\$ 245,116	\$ 223,000	\$ 181,216	\$ 229,160	\$ 196,711	\$ 175,140	\$ 2,318,281
2011-12	1,157,753	218,564	161,430	186,638	251,517	168,551	171,053	236,986	178,165	188,604	218,557	178,708	161,070	2,319,841
2012-13	1,148,376	215,752	184,452	181,368	222,555	170,084	174,164	201,241	164,765	202,525	211,491	178,411	170,324	2,277,131
2013-14	1,099,328	215,869	177,403	161,342	234,503	154,780	155,432	229,367	176,980	175,792	217,955	199,305	187,172	2,285,899
2014-15	1,145,572	215,101	207,526	173,580	236,852	149,782	162,730	219,751	181,230	163,667	213,300	189,185	164,742	2,277,446
2015-16	1,074,865	216,144	177,560	175,150	202,909	149,580	153,523	222,661	158,987	177,732	210,000	154,708	182,656	2,181,609
2016-17	1,127,777	204,261	175,885	172,554	240,121	171,805	163,151	226,550	184,775	200,138	206,455	175,522	176,026	2,297,243
2017-18	1,111,885	218,480	168,272	178,150	230,346	169,346	147,291	240,071	197,667	204,243	245,717	244,494	160,148	2,404,224
2018-19	1,364,353	259,437	224,991	216,094	264,926	205,387	193,520							1,364,353

Change 2010-11 to 2011-12	8.41%
Change 2011-12 to 2012-13	-0.81%
Change 2012-13 to 2013-14	-4.27%
Change 2013-14 to 2014-15	4.21%
Change 2014-15 to 2015-16	-6.58%
Change 2015-16 to 2016-17	4.92%
Change 2016-17 to 2017-18	-1.41%
Change 2017-18 to 2018-19	22.71%



Budget 2018-19	\$ 2,450,000
Projected 2018-19	2,450,000
Variance from Budget	\$ -